

Liberal Arts Council
April 15, 2014

Present: M. Aakhus, T. Bordelon, M. Dixon, J. deJong, J. Hardgrave, S. Rode, S. Spencer, J. Evey, I. Phillips, W. Rinks, M. Hanka (for MT Hallock Morris), C. Rivera, R. Gennaro, E. Wasserman, T. Schroer, C. York, and P. Moore.

The meeting started at 9:02 a.m.

I. Approval of Minutes

The minutes of March 18 and March 25 were approved unanimously.

II. Affiliate Status in the Department of Psychology

J. Evey introduced the request to support affiliate status within the Department of Psychology for Dr. Darrin Sorrells. Chairs approved the recommendation unanimously, and M. Aakhus will forward the request to the Provost's Office.

III. Advising Center/Advising Updates

M. Aakhus informed chairs that classes scheduled in LA 2001 and 2032 for summer and fall 2014 will be relocated. He also reported that the Liberal Arts Advising Center should be open at some point in fall 2014.

M. Dixon requested that chairs submit to him the names of those faculty who will advise students on the next New Student Orientation sessions, Thursday and Friday April 23 and 24. He also reminded chairs that a request for summer advising fellows has been distributed. Lastly, he reported that there has been no announcement regarding the date on which Degree Works will be available for advisors. Since it remains unavailable, there has been no need to coordinate training sessions for faculty.

IV. Liberal Arts Assessment Plan

M. Dixon reported that he, M. Aakhus, and T. Bordelon had met last week with K. Draughon and D. Partridge to discuss the College of Liberal Arts' Assessment Plan. He also noted that he and M. Aakhus have discussed revising the Liberal Arts Annual Chair Review form so that it emphasizes departmental activities associated with assessment. This annual report ideally would facilitate the drafting of an Academic Program Review. M. Dixon will draft the form in summer and it will be presented to chairs for their review at our August retreat. He also noted that we are considering an annual chairs retreat for spring assessment days, on which each chair will present to the Liberal Arts Council a report on their departmental assessment activities. S. Spencer suggested that questions for the draft annual departmental assessment form could be drawn from the Academic Program Review template.

V. Summer Contracts

C. York informed chairs that summer contracts will be mailed to faculty on Monday April 21 and these must be signed and returned to her by Friday May 2. She requested that chairs share this information with their faculty who will be teaching this summer.

VI. Articulation Agreements

M. Aakhus reminded chairs that those departments that have articulation agreements with other institutions should inform S. Blunt of any changes to these agreements, or provide her with an update on the status of efforts to update existing agreements.

VII. Open Items from Chairs

S. Spencer suggested that chairs utilize work-study students more than we have previously as part of our efforts to increase student retention, as it is well-documented that those who work on campus are more likely to be retained. I. Phillips noted that Social Work employs a lot of work-study students, but the department has had difficulty identifying those students who are work-study eligible. M. Aakhus will invite Mary Jo Harper (Financial Aid) to a future meeting to discuss all issues associated with the identification of eligible students and the employment of work-study students.

VIII. Announcements

M. Aakhus announced that he will circulate soon a call for applications to fill the open position of Assistant/Associate Dean. Only internal candidates will be considered.

I. Phillips reminded chairs that the Social Work BSW/MSW Capstone Exhibition and 2nd Annual Silent Auction and Agency Fair will be held on Thursday April 17 in Carter Hall, 2:30-6:00 p.m.

The meeting was adjourned at 10:17 a.m.