

**Liberal Arts Council  
September 9, 2014**

Location: Lawrence Library (LA 0119)

Present: M. Aakhus, M. Dixon, J. deJong, J. Hardgrave, S. Rode, C. Baker (for I. Phillips), T. Schroer, W. Rinks, MT Hallock Morris, H. Braysmith, R. Gennaro, J. Evey, C. Rivera, E. Wasserman, R. Rowland, K. Oeth, R. Lutton, and P. Moore.

Guest: M. Hanka

Absent: S. Spencer

The meeting started at 9:06 a.m.

**I. USI Environmental Scan and LA SWOT Analysis**

M. Hanka presented USI's Environmental Scan that he and K. Valadares have prepared. The process included interviews with approximately thirty internal and external stakeholders. He distributed a handout with an analysis of trends. The process, he noted, was designed to determine how USI might leverage itself for future and continued success. The presentation generated stimulating discussion that focused largely upon what was absent from the scan. The arts and more broadly the Liberal Arts, several observed, should have been considered also. A general consensus emerged that Liberal Arts faculty must become more involved in the framing of this conversation. Several added that the College of Liberal Arts and its faculty must become more effective in positioning ourselves as arts leaders within the region. Past and present efforts have been effective, but we must concentrate upon further promotion and dissemination of our significance.

**II. Program Modification Petition**

C. Rivera introduced the petition to modify the English Department's Rhetoric and Writing major emphasis. The petition was approved unanimously. Additionally, C. Rivera noted that petitions have been submitted to add ENG 201 as a pre-requisite to HUM 241 and 242. These have been approved as Writing Embedded Experiences in Core 39, and as such ENG 201 is a pre-requisite. The course modification petitions simply add this as a course pre-requisite. These two petitions were approved unanimously.

**III. Southern Hospitality Days Format**

J. deJong reported on a meeting with staff from the Admissions Office that she and M. Aakhus attended recently. The Admission Office staff indicated a desire to see the College of Liberal Arts modify its Southern Hospitality Day format so that it is more like those used by other academic colleges. J. deJong noted that she and M. Aakhus expressed a willingness to retain the current format we use as it is more successful for our departments. She noted also that we shall consider, at the suggestion of the Admission Office staff, a college-session in which a faculty panel will address the questions of perspective students and their parents.

**IV. Hiring Process**

M. Dixon noted that we shall discuss at our next meeting the Administrative and Faculty Hiring Process, and the Administrative/Faculty Hire Checklist documents available on the Academic Affairs web site. M. Aakhus also requested that department chairs and search committee chairs notify both him and K. Oeth when transcripts have been requested from

candidates, as they have received some recently and it has not always been clear for which position the candidate has applied.

#### **V. Departmental Assessment Report Form**

J. deJong solicited feedback from chairs on the most recent version of the Departmental Assessment Report form that she had distributed. R. Gennaro expressed a concern that this form no longer allows chairs to comment on the department achievements and leadership initiatives. J. deJong noted that we shall continue to take these comments into consideration as the form is revised further.

#### **VI. Announcements**

M. Aakhus announced that there will be an opening reception in the Lawrence Library (LA 0119) on Monday September 22, 11:00-12:00 and all chairs are invited to attend.

K. Oeth reminded chairs that the spring 2015 schedule will be distributed on Monday September 15 and that this should be reviewed carefully with administrative assistants.

The meeting adjourned at 10:41 a.m.