**LA Chairs Meeting Minutes**

**2 October 2018**

**Present:** O. Armeanu, K. Arwood, C. Baker, J. Beeby, A. Buck, J. Galbus, J. Hardgrave, D. Hitchcock, A. Mark, V. Morgan, K. Oeth, M. Roberts, S. Rode, R. Rowland, T. Schroer, S. Vogl-Bauer, E. Wasserman, K. Waters. Guest: W. Durham

9:00 a.m. meeting opened by J. Beeby.

**I. Curriculum petitions (J.Beeby)**

Curriculum petitions were explained and all were unanoumsly approved for the following:

International Studies Minor (D. Hitchcock)

World Languages and Cultures French Studies Teaching Major Concentration (S. Rode)

World Languages and Cultures German Studies Teaching Major Concentration (S. Rode)

World Languages and Cultures Spanish Studies Teaching Major Concentration( S. Rode)

World Languages and Cultures Spanish Studies Minor Concentration (S. Rode)

World Languages and Cultures German Studies Minor Concentration (S. Rode)

World Languages and Cultures French Studies Minor Concentration (S. Rode)

World Languages and Cultures French Studies Minor Concentration (S. Rode)

World Languages and Cultures French Studies Major Concentration (S. Rode)

World Languages and Cultures German Studies Major Concentration (S. Rode)

World Languages and Cultures Spanish Studies Major Concentration (S. Rode)

ANTH - 211 - Introduction to Forensic Anthropology (S. Rode)

ANTH - 475 - History of Anthropological Thought (S. Rode)

BPS Cybersecurity Concentration (W.Durham)

BPS Crime and Justice Concentration (W.Durham)

BPS Organizational Leadership Concentration (W.Durham)

BPS Enterprising Leadership Concentration deleted (W.Durham)

**II. Approval of Minutes, 18 September 2018**

E. Wasserman moved to approve; D. Hitchcock seconded; minutes approved.

**III. Marketing Coordinator presentation (K. Arwood)**

Kristina Arwood gave a brief overview of CLA’s social media presence and provided a handout of USI\_LIBERALARTS sites; she is focusing on several projects including coordinating the Faculty Showcase, Oct. 15-19 in Rice Library; developing a marketing plan for the college, and focusing on alumni engagement and success stories.

**IV. CLA Updates and Reminders (J. Beeby)**

* Reception for Faculty Showcase – 2:30-3:30 pm Tuesday, October 16
* Mid-term grades are due 4:30 pm, Wednesday, October 3
* Names of Open House host faculty should be sent to M. Roberts by October 12
* Dean’s advisory board and Freshman advisory board will begin meetings this month.

**V. Advising Center Updates (R.Rowland)**

* Deadline for requesting advising holds is 4:30 pm Wednesday, October 3
* Faculty working with students who change their major from another college to Liberal Arts, and need a hold lifted, may contact advising center directors for assistance
* An email will be sent to students with registration information and early registration options
* Students who are Pre-DARS (before 2006) will never be in degreeworks. Contact Renee for a worksheet to use when advising these students.

**VI. Announcements (J. Beeby)**

* No one will be approved to travel unless a class coverage form is submitted with the TA.This new form is available on the LA faculty forms webpage. A request will be made to add it to the USI travel website.
* Deadline for adding to Tenure and Promotion portfolios is Ocober 15
* Events to invite UNIV 101 students to attend:
	+ Faculty Showcase
	+ Spanish Theatre conference
	+ Kate Tombaugh perfomanc
	+ Majors/Minors fair
* Candidates for government relations positions are on campus this week
* Retention data was provided and discussed.

**VII. Open Items**

Janis Du Bois will be presenting at the Global Salon this week

History book sale will take place October 17-18 (J. Hargrave)

The Dog in the Manger will be presented October 11-14 with 7 p.m. shows and a 2 p.m show on Sunday (E. Wasserman)

The Contemporary Spanish Theatre Conference is being held in New Harmony runs October 10 – 12 with plays and readings representing four continents. (D. Hitchcock)

Kevin Titzer ’97, who received a bachelor’s degree in art from USI, has an installation made from reclaimed materials from the Evansville Area  in Kenneth P. McCutchan Art Center/Palmina F. and Stephen S. Pace Galleries.

Meeting adjourned at 10:20 a.m.