

**College of Liberal Arts Council**  
**Minutes**  
**19 March 2019**

Present: K. Arwood C. Baker, J. Beeby, S. Bengert, A. Buck, M. Dixon, J. Galbus, J. Hardgrave, A. McKibban, D. Lynn (guest), K. Oeth, P. Raymond, S. Rode, R. Rowland, T. Schroer, E Wasserman, K. Waters

Absent: V. Morgan, M. Roberts, S. Vogl-Bauer

Dean Beeby opened the meeting in LA 3004 at 9:00 am

**Gender Studies Conference (D. Lynn)**

Denise Lynn, Director of Gender Studies, presented information about the 2020 Suffrage Celebration (attachment 1). She asked that Chairs alert faculty to consider incorporating projects in their classes so students can submit abstracts to present at the conference.

**Approval of Minutes**

- A motion was made by S. Rode to approve minutes from the January 29 meeting; motion was seconded by E. Wasserman; motion passed
- A motion was made by S. Rode to approve minutes from the February 5 meeting; motion was seconded by E. Wasserman; motion passed

**Recruitment Initiative Update**

R. Rowland provided an update of CLA recruitment initiative activities (attachment 2).

- Student workers will call each prospective student at least three times.
- She will email students who have been admitted but have not registered for orientation yet. New freshman orientation numbers appear to have been low due to additional questions on the orientation registration that took longer to fill out. Those questions have been taken off the registration, and this seems to have helped.
- M. Dixon noted that some Chairs have been asked to make follow-up calls. He asked that those who have already done so let him or R. Rowland know how they went.
- J. Beeby asked that if a prospective student requested a call from a faculty member that someone from the department call them back.

**Summer 2019 Enrollments**

- Summer enrollments are down across all departments.
- J. Beeby asked Chairs to monitor summer enrollment and work with faculty to advise students to take summer courses if they are able.
- M. Dixon reminded all to keep an eye on class caps to see if caps should be expanded or if another section should be opened
- J. Beeby announced that he is on a committee that is reviewing the academic calendar. Any suggestions or comments regarding the calendar should be submitted to him.

## Announcements

- M. Dixon reminded everyone that Assessment Day is one week from today. Graduate program directors will give 15-minute presentations regarding assessment in their programs. Chairs will not present, but he asks that they attend.
- M. Dixon also reminded everyone that strategic plan updates are already due, so if they haven't been submitted yet to do so as soon as possible. Additionally the names of scholarship recipients should be submitted to him and V. Morgan no later than March 29.
- J. Beeby made several announcements:
  - Social Work had their MSW accreditation visit last week.
  - All should attend the Chrome River travel training. If there are any questions regarding the new system, please contact those who are conducting the training.
  - Mayola Rowser, Director of Graduate Studies, is leaving the University, so a search for her replacement will be coming up.
  - Inauguration is on April 5<sup>th</sup>. Everyone is strongly encouraged to attend but no one is required to attend. Faculty are not required to cancel classes, but there can be no repercussions for any student who skips class to attend. Labs that are monitored by students will be closed, so please post signs in advance to let people know.
  - The Budget office wants to look at all budgets after next year. J. Beeby will give them the name of each person in charge of a budget and they will reach out for a meeting.
  - All were thanked for completing the FARs
  - If any know of faculty considering leaving the University, please let J. Beeby know so he can reach out to them.
  - If anyone notices a student who is having difficulty with stress levels, please let J. Beeby know so they can get help.
  - J. Beeby will be out for the rest of the week. If anything urgent comes up, contact K. Oeth.
  - There will be a Town Hall Budget Meeting later this week in Mitchell Auditorium with State Senator Vaneta Becker.
  - A list of students who have not been assigned an advisor have been sent to the departmental AAs, so Chairs should check with them to follow up before the end of the week.
  - The Center for Interdisciplinary Studies will be closing at the end of this academic year. Programs will be moved around as needed. Programs that will be administered by the college are Global Studies, BPS, and Gender Studies.

## Open Items

- C. Baker thanked K. Arwood for helping launch Addiction Studies.
- T. Schroer announced they advertised no-prerequisite, entry-level summer classes during Open House.

- J. Hardgrave reminded everyone that Africana Studies Day is today to celebrate the new Africana Studies minor.
- J. Beeby asked all that if they think of any program developments for their departments to let him know.
- J. Beeby asked for nominations for the Faculty Representative with the Indiana Commission for Higher Education (attachment 3).

Meeting adjourned at 10:06 am