# 2001-2002 Liberal Arts

Section Document Name

### Mission

### Vision and Mission of the School of Liberal Arts

Our vision is to serve the needs of our urban constituencies with nationally competitive programs. Our mission is three-fold: to enhance the intellectual fabric of Greater Indianapolis, Central Indiana, and the state; to serve the needs of urban constituencies for high quality, post-secondary academic programs at undergraduate and graduate levels; and to prepare graduates specifically and citizens generally to meet the social, economic, political, and technological changes of the 21st Century.

# Goals and Objectives

- Goal 1: Increase the number of undergraduate students, credit hours taught, and Liberal Arts majors at a steady rate, and provide these students with a comprehensive liberal arts education in an urban setting with nationally competitive programs.
- Objective 1: Increase the number of undergraduate students, credit hours taught, and SLA majors, at a steady rate.

Campus Planning Theme: Teaching and Learning

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

### Actions taken for 2001-2002:

Asked for, and received, support to replace associate faculty with full-time lecturers. Seventeen new lecturers were added to our faculty in fall 2001. An additional 12 were appointed in fall 2002. Increased the number of tenure-line faculty to 145 in 2001. The Dean's office, working with IMIR, supplies chairs up-to-date information on the number of majors, new admits, class size, etc. In doing so, the Dean's Office raises awareness of this objective. The Office of the Dean of Students continues to work with departmental Lead Advisors.

#### Evidence of Progress for 2001-2002:

The number of Liberal Arts majors is growing at a steady pace (1417 LIBA Majors and 208 UCol/LIBA Majors in Fall 2002; 1,260 in Fall 2001; 1,245 in Fall 2000; 1,233 in Fall 1999). In fall 2002, Liberal Arts is teaching 3,286 more credit hours than we taught in fall 2001 (64,963 vs 61,677). This is a record number of credit hours taught in a semester for Liberal Arts. The total credit hours for Liberal Arts has risen from 129,216 in 98-99, to 126,899 in 99-00, to 131,985 in 00-01, to 136,997 in 01-02.

### Activities planned for 2002-2003:

We hope to add additional Lecturers in fall 2003.

Objective 2: Retain majors and graduate them in a timely fashion.

Campus Planning Theme: Teaching and Learning

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

## Actions taken for 2001-2002:

Supported the Pew Project (Sociology and English). The Liberal Arts faculty "Lead Advisors" continue to work with the Office of the Dean of Students in Liberal Arts. The Lead Advisors meet regularly with University College Advisors to share information and update each other on policies, contacts, and programs. A list-serv for lead advisors has been designed and is used to distribute administrative information, notices of program changes, procedural reminders. Lead Advisors receive electronic and hard copy lists of enrolled majors at the beginning of each semester which may be used to proactively contact students who have not enrolled and to encourage them to return to classes. Lead Advisors and Chairs also receive lists throughout the academic year of majors who may qualify for various scholarships, awards, and other recognition. Created the new position, Assistant to the Associate Dean of Students who has: Created a schoolwide data base and listsery for Liberal Arts students and a separate listsery for international students. Created the Liberal Arts equivalent of "Jagnews" sent to Liberal Arts majors two or three times a week, offering information on upcoming events, academic dates, club activities, information on other opportunities for student participation, etc. Worked on a continuing basis with staff from the IUPUI Career Center to encourage Liberal Arts students to enhance job search skills. Helped organize "Leadership Seminars" for students. Worked actively with the School of Liberal Arts Spanish Program to help recruit pre-college age students whose first language is Spanish through a collaborative program, META, with the Indiana Department of Education, IUPUI, IVY Tech, Marian College, IPS, Wayne Township Schools, Pike Township Schools and Perry Township Schools. Actively promoted participation in Undergraduate Research Opportunities Program (UROP) and Honors program through conversations with faculty and students, as well as announcements on the listsery and inclusion in Scholarship presentations. Provided referrals and sought information for students in non-academic crisis (homelessness, loss of employment, etc.). Created a joint a new position for a joint advisor between the School of Liberal Arts and University College to further improve advising and the smooth transfer of students from University College to Liberal Arts. Liberal Arts has instituted a reception for new students, held in the fall of each year. Liberal Arts

### Evidence of Progress for 2001-2002:

The Liberal Arts electronic student newsletter had been very well received by students. Students in W131 and R100 have benefited from the Pew Project; DWF rates are down from 38.8% in fall 1996, to 33.3% in fall 2000, to 27.4% in fall 2001. Retention is up for R100 participants. One-year retention rates for SLA continue to rise: 70% for freshmen/sophomores; 75% for juniors/seniors in 2001. Liberal Arts Advisors are rated highly on the "Continuing Student Satisfaction Survey." Last year, 13 Liberal Arts students received UROP funding. This is twice as many as in the previous year. The number of Liberal Arts majors is growing at a steady pace (1417 LIBA Majors and 208 UCol/LIBA Majors in Fall 2002; 1,260 in Fall 2001; 1,245 in Fall 2000; 1,233 in Fall 1999). 200 students will attend the META conference fall 2002, from 18 high schools, with 30 presenters from the Indianapolis community.

### Activities planned for 2002-2003:

Continue activities noted above.

☑ Objective 4: Increase the number of scholarships that the School of Liberal Arts offers such that ten per cent of SLA majors are on scholarship (approximately 120 students).

Campus Planning Theme: Teaching and Learning

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

The Loretta Lunsford Scholarship was expanded significantly. The Massarachia Scholars Program has been widely publicized and offered for a second year. The Mary Crisler Scholarship was implemented. This scholarship encourages collaboration between Liberal Arts faculty and students on research in a Liberal Arts discipline

### Evidence of Progress for 2001-2002:

Liberal Arts has more students receiving scholarships than at any other time. Approximately 50 Liberal Arts students received scholarships and another 20 received awards of recognition/excellence through their departments. Approximately \$76,000 was awarded in scholarships to Liberal Arts students through Liberal Arts. An additional \$30-40,000 was received by Liberal Arts students through other campus scholarships (e.g. UROP, Service Learning, Honors, institutional scholarships). 56 students attended a series of three scholarship information sessions. Additionally, two clubs hosted scholarship information sessions, with a total attendance of about 35 students.

## Activities planned for 2002-2003:

We will continue to solicit donations for SLA scholarships.

Objective 5: Promote the Scholarship of Teaching.

Campus Planning Theme: Teaching and Learning

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

### Actions taken for 2001-2002:

Liberal Arts continues to fund summer course development and redesign grants. The Liberal Arts Committee on Teaching and Advising continues to support Liberal Arts Teaching Scholars. Scholars, who receive a modest stipend, participate in Liberal Arts' ongoing conversation on the Scholarship of Teaching and disseminate research findings on teaching, share ideas on pedagogy, etc. The School of Liberal Arts continues to formally celebrate teaching. Our second faculty assembly in the fall semester is devoted to the "Celebration of Teaching." A keynote speaker presents on pedagogy; faculty awards, grants and publications related to teaching are announced.

### Evidence of Progress for 2001-2002:

Liberal Arts Faculty published 5 textbooks and/or course books in 2001-02 Twelve faculty received support from the School of Liberal Arts or the Office of Professional Development for teaching and learning. Liberal Arts faculty actively participate in IUPUI faculty learning communities (3 in multicultural course transformation; 4 in instructional technology; 2 in problem-based learning; 5 in the capstone experience) Faculty from Liberal Arts lead campus-wide discussions on Scholarship of Teaching and Learning

### Activities planned for 2002-2003:

We will continue to fund summer course redesign grants and support the activities listed above.

- Goal 2: Enhance and expand Liberal Arts graduate degree programs, including the recruitment of more and better students for existing programs.
- Objective 1: Increase the number of graduate degrees and certificates available to IUPUI students.

Campus Planning Theme: Teaching and Learning

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

The Office of the Associate Dean for Research and Graduate Studies, established in 1998, continues to develop. This office encourages, and has greatly aided, the development of new programs and the enhancement of current programs. Final approval is sought for a Masters degree in Philosophy, with one concentration in American Philosophy and another in Bioethics, and the Ph.D. program in Philanthropic Studies. Proposals are in process for graduate degrees and/or certificates in areas that include Medical Humanities, Political Science, and Survey Research. We are also implementing graduate programs approved in 2001-02.

### Evidence of Progress for 2001-2002:

Liberal Arts now has 8 Masters degrees and 4 graduate certificates. In 2001-02, Graduate degrees in Teaching Spanish (M.A), a joint program with the University of Salamanca, Spain, and Sociology (M.A), both were implemented, along with a graduate certificate in Museum Studies. In 2001-02, the Indiana Commission on Higher Education approved the Masters degree in Communication Studies In 2001-02, a graduate certificate was approved in Professional Editing.

# Activities planned for 2002-2003:

Continued development of the Office of the Associate Dean for Research and Graduate Studies. Obtain final approval for graduate degrees in process. Implement recently approved programs.

SObjective 2: Increase the quantity and quality of Liberal Arts Graduate Students

Campus Planning Theme: Teaching and Learning

Secondary Goals:

Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

Liberal Arts, through the Office of the Associate Dean for Research and Graduate Studies, continues to develop marketing and recruitment strategies for its graduate program.

## Evidence of Progress for 2001-2002:

The number and quality of students in Liberal Arts graduate programs continues to be high. Enrollments are steadily increasing (210 in Fall 2001 compared to 154 in Fall 2000) The number of graduate degrees awarded has increased significantly (13 in 1997-98; 25 in 1998-99; 26 in 1999-00; 31 in 2000-01; 38 in 2001-02).

### Activities planned for 2002-2003:

As noted, develop marketing and recruitment strategies.

- Goal 3: Enhance the quality and quantity of research and creative activity of SLA faculty.
- Objective 1: Increase the level of external support received by SLA faculty.

Campus Planning Theme: Research, Scholarship and Creative Activity

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

The Associate Dean for Research and Graduate Studies has worked with faculty, both directly and through the Liberal Arts Research Advisory Committee, to promote external funding applications, e.g., by sponsoring grant writing workshops. A new policy has been implemented on the use of indirect cost recovery that rewards and encourages external grant applications.

## Evidence of Progress for 2001-2002:

Faculty in Liberal Arts received external grants from the Lilly Endowment; W.K. Kellogg Foundation; NEH, NIH, and NSF. The number of grant applications from Liberal Arts faculty continues to increase (64 in 1998-99; 66 in 1999-00; 65 in 2000-01; 80 in 2001-02). Total Grant funding from external sources remains strong (\$5,866,042 in 1999-2000; \$11,734,539 in 2000-01; approximately \$6,041,664 in 2001-02). The Santayana Edition and the Frederick Douglass Papers received national funding, from the National Endowment for the Humanities and the National Historical Publications and Records Commission, respectively.

#### Activities planned for 2002-2003:

The Associate Dean for Research will continue to work with faculty to encourage external grant applications. In addition, it is anticipated that SLA will continue to offer faculty summer research grants. Faculty often use these grants as seed money, to begin a project and to start the development of an external grant application.

Objective 2: Maintain and enhance the quality and quantity of research of SLA Faculty.

Campus Planning Theme: Research, Scholarship and Creative Activity

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

### Actions taken for 2001-2002:

The Associate Dean for Research and Graduate Studies continues to work with faculty, both directly and through the Research Advisory Committee, to promote research and publication. The School of Liberal Arts continues to provide summer research funds for faculty.

### Evidence of Progress for 2001-2002:

In 2001, Liberal Arts Faculty published or edited 10 scholarly books and more than 134 research articles, chapters, or other creative work. Six scholarly journals are edited by Liberal Arts faculty. In 2002, Liberal Arts provided 6 faculty members with summer grants. Liberal Arts faculty were awarded 6 of the IU Arts and Humanities Grants sponsored by President Brand's office. Twelve faculty received IUPUI internal grants for research.

## Activities planned for 2002-2003:

Liberal Arts will continue to support its Summer Research Grant Program. In the fall of 2002, the Associate Dean for Research and Graduate Studies will again organize a grant writing workshop for interested faculty

- Goal 4: Significantly improve the quality of SLA space and technology, as it affects students, faculty, and staff.
- ☑ Objective 1: To consistently improve the technological resources available to SLA students, faculty, and staff

Campus Planning Theme: Campus Climate for Diversity

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

### Actions taken for 2001-2002:

The School of Liberal Arts continues to support the operation, maintenance and enhancement of student technology centers. These include, English/American Sign Language lab, CommTechLab, Composition by Computers lab, Multimedia, Language Resource Center, Speaker's Lab, Social Science Computer Classroom, and the "co-managed" public cluster in CA231. Workstations were upgraded in the Social Science Computer Classroom to meet the demands of new releases of sophisticated GIS software. The Communications Technology Laboratory, or CommTechLab, moved into the world of digital communications with the addition of powerful audio, video and graphic production workstations and related technology. • Faculty grants were made available in the fall and spring semesters to provide

support for technology in teaching and learning. • The Liberal Arts web site was upgraded to take advantage of modern design technologies

### Evidence of Progress for 2001-2002:

Requests for service for faculty and staff workstations continue to decrease. We are now able to run current software titles for GIS applications, thus enhancing our ability to offer courses in GIS, especially at the graduate level. Liberal Arts Media Studies students have learning opportunities that truly represent the kinds of technology they'll encounter in their professional lives.

## Activities planned for 2002-2003:

Continue to upgrade SLA workstations and student technology centers.

Objective 2: Improve the quality of SLA space as it affects students, faculty, and staff.

Campus Planning Theme: Campus Climate for Diversity

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

Space continues to be a major issue for Liberal Arts, in part due to the addition of 29 new lecturers over the last two years and the loss of space in the old Law School building. To address some of the problems associated with this: the Public Opinion Lab was moved to the Offices to the Madame Walker Complex; The Center on Philanthropy's Jane Addams fellows were moved to office space in the Library; six lecturers were moved to the library; space within Liberal Arts was converted to accommodate one lecturer with a disability and to bring new communication studies lecturers and FFTFs together. New carpet in the hallways and some new furniture in the same areas has enhanced the "mini" student study space New signage is being developed and an on-line directory established.

# Evidence of Progress for 2001-2002:

Student study spaces are in constant use

### Activities planned for 2002-2003:

Further renovation of student study spaces.

- Goal 5: Increase community recognition of the quality and scope of the programs of the School of Liberal Arts through media and in public fora.
- Objective 1: Increase media exposure of the School of Liberal Arts through newspapers and television.

Campus Planning Theme: Civic Engagement

Secondary Goals:

Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

We continue to offer symposia and forums that connect Liberal Arts to the community. In 2001, Liberal Arts hosted a series of notable events: The Keith Bulen Symposium on American Politics - a community forum to examine timely political issues – focused on redistricting; the Annual Sprit and Place Festival, a collaboration of religious, educational, social and arts organizations; the Rufus Reiberg Reading Series, bringing poets and novelists to campus to read from their work and interact with students and community audiences; the John D. Barlow Lecture in the Humanities, which brings internationally known scholars to IUPUI--2001's speaker, Dr. David Rapaport, Professor of Political Science from UCLA, spoke on the history of political terrorism in light of 9/11; the annual Joseph T. Taylor Symposium provides a venue for discussion of timely urban issues -- this year's event focused on Communication as a tool for building community; and the African American film Series partnered with Walker Center for two film/discussions, Lumumba and Sanikofa. Twice monthly meetings with the media specialist assigned to the Office of Communications and Marketing Development of a common visual identity on materials

# Evidence of Progress for 2001-2002:

Liberal Arts faculty frequently provide expert commentary and analysis on events through regular outlets like "Consider This". Faculty also provide interviews with local television and newspaper media, as needed. Advances, the School of Liberal Arts newsletter, is now published quarterly. The "Class Notes" section of Advances has grown considerably, indicating increased interest in Liberal Arts among our alumni.

# Activities planned for 2002-2003:

Continue programs noted above.

Objective 2: Improve communication with alumni, donors, and other constituency groups.

Campus Planning Theme: Civic Engagement

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

#### Actions taken for 2001-2002:

Dean's Day was incorporated into Explore IUPUI Explore IUPUI: Liberal Arts contributed over 50 events to the day's activities Continued to publish Advances. Introduced electronic newsletter for alumni and donors The School of Liberal Arts web page provides information to our various constituencies, including students, faculty, staff, alumni, etc. Hosted a new student reception in the fall, and a graduating student reception in the Spring. Invited alumni and donors to numerous events throughout the year Published annual development report

### Evidence of Progress for 2001-2002:

Student participation in the graduating student reception continues to be good Increase in gift activity Increase in

subscriptions for alumni e-newsletter

### Activities planned for 2002-2003:

Continue the initiatives listed above.

- Goal 6: Participate in the Comprehensive Campaign for IUPUI to the fullest extent possible.
- ☑ Objective 1: Raise \$5.5 million in private contributions over the period of the Comprehensive Campaign for IUPUI (this is separate from the goals of the Center on Philanthropy).

Campus Planning Theme: Teaching and Learning

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2004

#### Actions taken for 2001-2002:

Annual, major and planned gift solicitations on-going Created the position of Assistant Dean for Development and External Affairs position Provided opportunities for donors to speak to planned gift professionals

# Evidence of Progress for 2001-2002:

Liberal Arts has thus far raised \$9.1 million (this figure does not include funds raised through non-governmental grants; it also does not include funds raised by the Center on Philanthropy), o In 2001-02, three new endowed chairs were established, joining the Hoyt/Reichmann Faculty Chair in German American Studies and German Language and Culture which was established spring 2001: Thomas Lake Chair in Faith and Giving; The Millennium Chair; and Barbara E. and Karl R. Zimmer Chair in Intercultural Communication. o More than \$2 million in endowed scholarships Liberal Arts Faculty and Staff give more to Liberal Arts than faculty and staff of any other IUPUI unit give to their respective unit.

### Activities planned for 2002-2003:

Continue the initiatives listed above

- 🕒 Goal 7: Promote staff development, in order to make working in Liberal Arts a positive experience. By increasing the quality of our staff and our working environment, we hope to also increase the quality of the service that we provide all students - majors, non-majors, undergraduates and graduate students.
- Objective 1: Promote Liberal Arts Staff Development.

Campus Planning Theme: Campus Climate for Diversity

Secondary Goals: Sub Unit: n/a

Time Frame: 1999-2003

### Actions taken for 2001-2002:

In 1999, Liberal Arts instituted a Staff Development Program. The goal of this program is to increase the quality of service that Liberal Arts provides its various constituencies. In the last year, Liberal Arts staff participated in workshops on: Excellence Training for Clericals; Compliance Training for Supervisors (topics covered included: Fair Labor Standards Act; Affirmative Action and Equal Employment Opportunity; Sexual Harassment and Family Medical Leave Act; Americans with Disabilities Act; and Workers Compensation; TOPS Training; Disbursement voucher training The July 2001, the annual Liberal Arts Staff Retreat was held, facilitated by Deb Nelson-Dunbar, Human Resources, Bloomington Campus. Liberal Arts is developing a staff discretionary bonus award policy.

### Evidence of Progress for 2001-2002:

Liberal Arts Staff are more aware of issues, e.g., sexual harassment; supervisors are more in tune to observe improper behavior and report it. Liberal Arts Staff have implemented skills learned in the training programs

### Activities planned for 2002-2003:

Continue the Staff Development Program.

- Goal 8: Develop community activities and partnerships to enhance student learning
- Solution of the Distriction of t

Campus Planning Theme: Civic Engagement

Secondary Goals: Sub Unit: n/a

Time Frame: on-going

#### Actions taken for 2001-2002:

Development of service learning projects in courses at all levels of the curriculum

Development of undergraduate and graduate internships

# Evidence of Progress for 2001-2002:

Many Liberal Arts students participate in service learning activities

Many undergraduate and graduate programs (notably History and Economics) have active internship programs

### Activities planned for 2002-2003:

Further development of activities outlined above

⊗ Objective 2: Support and collaborate with programs that assist K-12 educators throughout the state

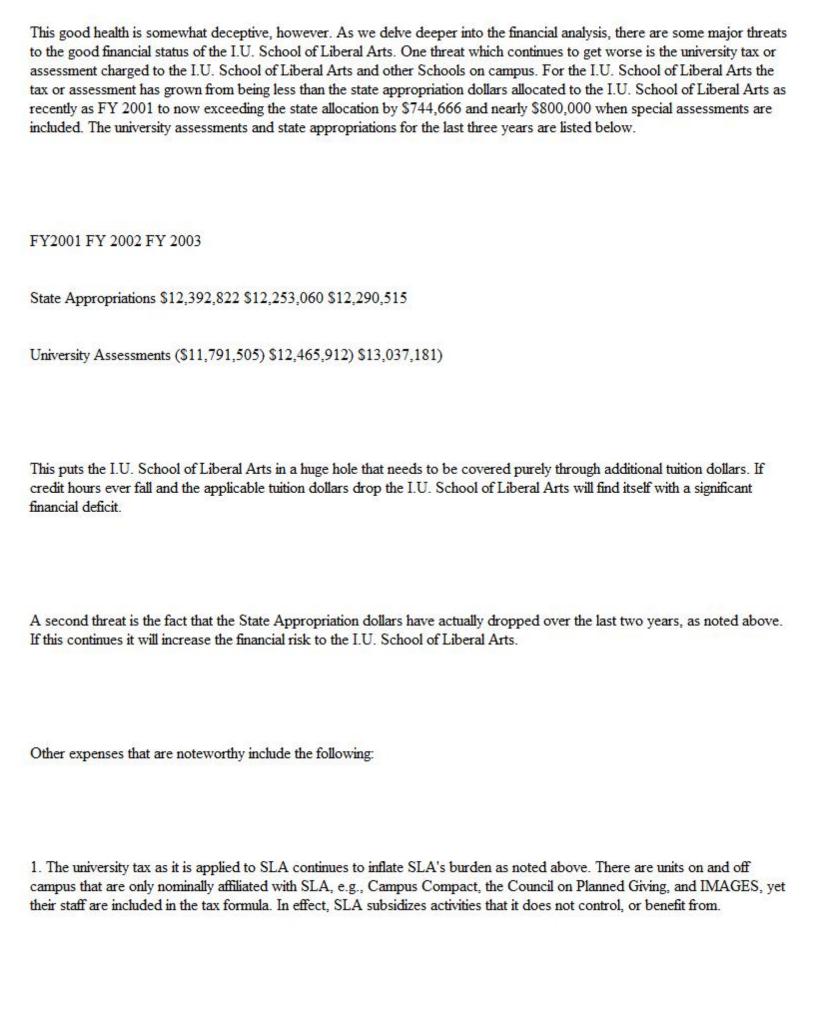
Campus Planning Theme: Civic Engagement

Secondary Goals:

| tions taken for 2001-2002:   |
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| ovided space and support for the Center for Economic Education and the Geography Educators Network of Indiana  |
| ctive participation by Libera Arts faculty in the 21st Century Teachers Project  |
| idence of Progress for 2001-2002:  |
| nmmer 2002, Faculty teams worked with Faculty from Education and K-12 educators in working groups on Language<br>ts/Social Studies   |
| tivities planned for 2002-2003:  |
| ontinue support and collaborations outlined above  |
| Health   |
| ovember 2002, the I.U. School of Liberal Arts is in the best fiscal health it has been in for several years. The I.U. If Liberal Arts has been able to put money into the reserve fund this year due to the increase in student credit hours for 202, Summer I and II 2002, and Fall 2002. The reserve fund has been built up to \$336,960 and the goal is to meet rement of \$644,301 (3% of the operating budget) by the end of FY 2003. The \$336,960 includes an amount of that was added in August 2002. If Spring 2003 credit hours and the applicable tuition dollars exceed the budget, empt will be made to reach this goal. The student credit hours have increased over the last several years in the manner: |
|  |

Credit Hours\* 125,899 131,754 136,997

<sup>\*</sup>Credit hours are listed by the University before any withdrawals occur.



| 2. The I.U. School of Liberal Arts has seen its financial aid costs increase from \$169,315 in FY 2001 up to \$399,699 in FY 2002. This major increase has caused additional burdens to the fiscal health of the I.U. School of Liberal Arts. It is likely this will increase further due the increase in the number of graduate programs being offered now and others that are in the process of getting approvals to start. |
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| 3. The IU School of Liberal Arts is continuing to work with the IUPUI Campus Administration concerning a deficit that one of the School's Centers, the Polis Center had developed over the last several years. A five year payback plan has been developed and implemented and the payback plan is currently on target to reach its goal.   |
| In order to control costs the following steps have been implemented.  |
| 1. With the goal of controlling costs and providing as much of a salary increase to faculty as possible for FY 2002-03, department budgets were held flat in relation to supplies and expenses, travel, etc.  |
| 2. The authorization of new tenure track faculty positions has been limited.  |
| 3. Departments with retiring faculty have not been allowed to automatically replace these faculty members. Replacement has been selective, based on School and Department needs   |
| 4. In 2000-2001, SLA created an ad hoc Committee on Retention. This Committee has collected data on retention issues, and has worked especially hard in raising faculty awareness of these two important issues.  |
|   |

5. SLA continues to improve its participation in New Student Orientation. As described in the 2000 Planning Report, we draw on our "Lead Advisors," who present the SLA perspective to new students. The advisors, collectively, are better informed than typical faculty volunteers. And, as part of orientation, Lead Advisors participate with Advisors from the SLA Dean of Students Office and help students register for classes on the day of orientation. In the summer of 2001, responsibility for orientation was transferred from the Office of the Associate Dean for Academic Affairs to the Office of the Associate Dean for Student Affairs. Because of a retirement, a new position, Assistant to the Associate Dean of Students, was created and assigned this responsibility (among others). Overall, the orientation and registration processes, coordinated with University College, are smoother and more efficient.

# Reallocation Plan

The I.U. School of Liberal Arts did not receive any reallocation funds during FY 2002.

# Other Question(s)