

**Minutes of the Faculty Assembly
School of Liberal Arts
23 April 2004**

Present: Aponte, Ardemagni, Barrows, Beck, R., Bomke-Keating, Brant, Brennan, Brothers, Burke, M., Carlin, Connor, Craig, Davis T., Dobris, Duerksen, Fedor, Freeman, Gardner, Gibau, Goering, Goldfinger, Gronfein, Grossmann, Haas A., Haas, L., Hovde, Karnick, Kirts, Kloesel, Kubitschek, Long, McCormick, McDonald, Marvin, Minielli, Mullen, Mullins, Nagelhout, Parrish-Sprowl, Polderman, Rozycki, Sauer, Scarpino, Souch, Stahl, Sutton, R., Vermette, Ward, Weeden, Whitchurch, White-Mills, Wilson, Wittberg, Wokeck, Wright.

1. Call to order.

The meeting was called to order at 2:03pm.

2. Acceptance of the Minutes of the last meeting of the Assembly (5 March, 2004)
Minutes of the March 5 2004 Assembly were unanimously approved.

3. Dean's remarks (Associate Catherine Souch).

Associate Dean Souch read a letter from Acting Dean White in his absence; Acting Dean White thanked the faculty and staff for their diligent work during his year as Acting Dean. Associate Dean Souch, on behalf of Acting Dean White made several announcements including: 1) award winners will be recognized 2) recommendations have been made on salary which averaged a 2% increase (not including promotions), 3) there were six Trustee lectureships granted and there are hopes that a seventh will be appointed, 4) there is concern about summer and fall enrollments which are speculated to be down 10%-12%. Please encourage students to enroll. 5) David Ford was called upon to speak to the network and computer problems the school was experiencing. Ford reported that the problem has not been resolved. However, there is a plan to solve the problem. Ford announced that requests for expedited work are being accepted, the technology staff are working on the machines by class, secretarial stations are being addressed among the first, and he thanked the staff for their work and faculty for their patience.

Ford also announced that the search for the Director of the International Studies has commenced.

Associate Dean Souch reported on the Liberal Arts Dean search. She handed out summary sheets with itineraries of the candidates who would visit the campus in the next week. Hard copies of the itineraries and vitae will be available in all departmental offices. Faculty are reminded to send comments or interact with search committee members regarding their comments.

4. President's remarks (John McCormick).

President of the Faculty, John McCormick stated that he had no farewell address except to say that he had learned a lot and had met a lot of people, as well as having visited parts of the building he hadn't known existed. He stated that the Dean's staff had been excellent and that he had had a great experience working with the leaders. He remarked that today's attendance was unusual and remarkable. He hoped that his successor could engender more faculty participation. He called on the Secretary of the Faculty to announce the results of the elections.

Announcement of Faculty Assembly election results. Secretary, Kim White-Mills announced the election results: SLA Faculty President – Susanmarie Harrington, Agenda Council, at-large - Bill Blomquist, Nominating Committee - Tom Marvin and Owen Dwyer, Promotion and Tenure Committee - Ken Davis, John McCormick, and Ted Mullen, Enhancement Review – Mary Trotter.

5. Approval of SLA graduating seniors (Associate Dean Rick Ward).

Associate Dean Ward requested that the faculty review the list of SLA graduating seniors and moved that there be formal approval. Kloesel seconded the motion. It was unanimously approved.

6. Announcement of Trustees Teaching Awards and SLA Summer Grants to Develop or Redesign Courses. (Pat Wittberg).

Pat Wittberg announced the winners of the Trustees Teaching Awards. They went to: David Craig, Catherine Dobris, Linda Haas, John McCormick, Paul Mullins, Jeff Wilson, Aye Nu Duerksen, Julie Freeman, and Terry Kirts. The SLA summer teaching grant awardees are: David Hoegberg and Jennifer Thornton-Springer.

7. Presentation of Awards for Outstanding Resident and Associate Faculty (Associate Dean Catherine Souch and Faculty Assembly President John McCormick). Associate Dean Souch presented the Outstanding Resident Faculty to Professor Rosalie Vermette (WLAC). John McCormick, SLA Faculty President, presented the award for Outstanding Associate Faculty to Leslie Miller (English).

8. Recognition of faculty receiving Tenure or Promotion (Associate Dean Catherine Souch).

Associate Dean Souch announced the first lecturer to complete the full process of promotion to Senior Lecturer – Claudia Grossman. She congratulated faculty promoted from Assistant to Associate Professor: Marjorie Hovde, Tom Marvin, Robert Rebein, Michael Snodgrass, and Jeffrey Wilson and those promoted from Associate to Full Professor: Susanmarie Harrington, Steven Russell, Robert Sutton, Marianne Wokeck, and Catherine Souch.

9. Committee Business.

a. Academic Standards and Policies (Chair Peter Rangazas).

Kristine Karnick explained the proposal to include M150 as an Area II requirement. The proposal was unanimously approved. Rangazas described the proposal to reduce the amount of time faculty are required to keep student work to one year. Ward commented that if we want to hold less than the one-year time frame, we must put a statement on the syllabus. The proposal was unanimously approved. Rangazas initiated the discussion regarding the question of who owns faculty teaching evaluations. The committee proposed that SLA operate in line with Faculty Council guidelines. The proposal was tabled for discussion next fall.

b. Graduate Curriculum (Chair Bob Barrows).

Barrows presented the revisions to the minor in Philosophy reducing the required credit hours from 13 to 12 credit hours. The proposal was approved. Barrows also presented a proposal from the committee regarding a dual M.A. in Economics and Science. The dual degree would reduce the number of credit hours required in Economics from 24 credit hours to 21 credit hours. The proposal was approved. Barrows presented the proposal for Political Science Graduate Certificate in Survey Research. The proposal was unanimously approved.

c. Undergraduate Curriculum (Chair Kristine Karnick).

Karnick reported that the curriculum was indeed a "living curriculum" in that it is alive, growing, and changing. She reported that the committee had received 6 new course requests, 2 course changes, and 16 variable title courses. Next year's committee will revisit the variable title approval process.

d. Faculty Affairs (Chair Herb Brant).

Brant announced that the committee had developed promotion criteria for lecturers and that the committee invited discussion, though they were not ready to put the document forward for a vote. Discussion ensued. Associate Dean Souch suggested that the faculty consider the context under which the criteria were developed. She stated that we have 50 lecturers and this document should be viewed as a parallel document for the criteria for promotion and tenure for tenure-track faculty. Burke added that the new campus guidelines had language that committed lecturers to conduct research on the scholarship of teaching and learning and to establish a national reputation. Spechler suggested that the wording read as "encourage and reward" for research rather than require research. Hovde noted the need to be clear on the distinction between policy and guidelines. Souch continued that the definitive guideline is the IU Academic Handbook. She cautioned that we put ourselves in a difficult position if we do not clarify our own guidelines as a school. Vermette acknowledged there were no written criteria for lecturers and she concurred that such should be developed. Harrington posed

the question of how we define teaching beyond the classroom and suggested that the expectation for excellence, as it is currently stated, implies beyond the classroom. Whitchurch asked if input had been sought from lecturers in developing the guidelines. Brant responded that in fact lecturers had been and were participating in the development of the guidelines.

Brant announced that the committee had been working to refine the guidelines for P&T. The committee recommends changes to some language, procedures for faculty with joint appointments, directions for chairs, more extensive documentation on co-authored work, revision of the statement on Applied Research, standardized references to appropriate university documents, to name a few. He opened the floor to questions and comments. Souch offered clarification about the changes regarding consultation with the P&T committee when different areas of excellence are defined at different stages. Faculty were encouraged to review the changes online and make comments to the committee.

e. Teaching and Advising informational report.

Pat Wittberg announced that the committee is still working. Congratulations to award winners Hoegberg and Thornton-Springer.

10. Report from IUPUI Faculty Council and University Faculty Council.

Rosalie Vermette, newly elected VP of Faculty Council, reported on the February 6th meeting of the council. She reported that revisions were made to the student code of conduct. Faculty council members will be polled about their views. There is discussion of a new form for conflict of interests in research. The campus will institute new non-smoking initiatives including one that allows smoking only in designated areas and 30ft. away from buildings. She also reported that a board of trustee member suggested that the university adopt a common core curriculum across all the campuses; it is thought it might address the transfer credit problem. Spechler added that the council is committed to develop 1) a conflict of commitment statement, 2) admissions standards that insist on a minimum core of 40 and giving campuses freedom, and 3) mission differentiation is being watched closely.

9. Old business.

Addition to Standing Rules in SLA Bylaws (John McCormick)

The addition to the standing rules, III section D, was presented by John McCormick. The addition was unanimously approved. **It is proposed that the following will replace the current two sentences in Article III, Section 2a (Duties of the President).**

The President will:

- 1) Schedule and preside over meetings of the Faculty Assembly and the Agenda Council.
- 2) Represent faculty concerns to the Dean and Associate Deans, as necessary.

- 3) Attend weekly Dean's staff meetings.
- 4) Attend and/or monitor monthly department chairs meetings, as appropriate.
- 5) Approve minutes of Faculty Assembly meetings before they are distributed.
- 6) Work with the Agenda Council to fill any SLA committee positions that may become vacant during the year.
- 7) Ensure the currency of these By-Laws, and propose amendments for the good of order.
- 8) Appoint a parliamentarian annually.
- 9) Work with the School Webmaster to ensure currency and accuracy of the Faculty Assembly Web site.
- 10) Represent SLA faculty at selected special events on campus (e.g. convocations).
- 11) Work with the School Webmaster to ensure currency and accuracy of the Faculty Assembly Web site.

It is proposed that the following will be added to the end of the existing content of Article III, Section 2d (Term of Office).

Terms of office will run from July 1 to June 30.

10. New business.

Installation of new Faculty Assembly President

John McCormick called Susanmarie Harrington to the podium. She was formally installed as the new President of the Faculty Assembly, assuming her duties as of June 1, 2004. A motion was made to thank John McCormick for his service as President for the last two years. The motion was unanimously accepted.

11. Adjournment.

The assembly was adjourned at 3:24pm. All were invited to attend the reception immediately following to recognize faculty award winners and for the Celebration of Scholarship.