

School of Liberal Arts
Faculty Assembly
MINUTES
21 April 2006

Present: Aponte, Ashendel, Beck, Bennett, Bersier, Bingham, Blomquist, Brant, Carlin, Chakrabarti, Cochrane, Craig, Cramer, K. Davis, T. Davis, DiCamilla, Dickerson-Putman, Eberl, Edmond, Foote-Ardah, Ford, Freeman, Gardner, Goff, Gronfein, Grossman, H. Haas, Harrington, Hayes, Hoegberg, Hovde, Jackson, Johnson, Kirts, Kissel, Kloesel, Kostroun, Kovacik, Kryder-Reid, Kubitschek, Lindseth, Lovejoy, McDonald, Minielli, Mullen, Murday, Nnaemeka, Robertson, Rozycki, Sandy, Sauer, Schultz, Sheeler, Snodgrass, Stahl, R. Sutton, Thorington-Springer, Thuesen, Ward, R. White, White-Mills, Weeden, Wilson, Wokeck, Yonoghi, Zimmerman.

1. CALL TO ORDER

Susanmarie Harrington called the Faculty Assembly to order at 1:05 p.m.

2. ACCEPTANCE OF THE MINUTES AND AGENDA

A motion was made to accept the minutes from the last meeting of the Assembly (March 2006) as well as those from January 2006. The minutes were unanimously accepted. A motion was made to accept the agenda for the present meeting and it was also unanimously accepted.

3. PRESIDENT'S REMARKS (Susanmarie Harrington)

President Harrington observed that this would be her last chance as president to give these remarks and used the opportunity to reflect on the accomplishments of her term and to express her appreciation to those who assisted her and the faculty of Liberal Arts more generally over the last two years. A copy of her comments is appended to the end of the minutes. She received a standing ovation from the faculty present at the conclusion of her remarks.

4. DEAN'S REMARKS (Robert White)

The "Celebration of the Scholarship of Students and Benefactors" will be held that evening (the 21st). The following week will be the Chancellor's Ceremony at which both Elizabeth Brand Monroe and Paul Mullins will receive the Chancellor's Award for Civic Engagement.

The Dean also observed that Associate Dean David Ford is working to see that UITs get feedback about ONCOURSE and encouraged faculty to make sure that students fill out the evaluation of it. He also noted that Associate Dean Rick Ward announced that student bills in the future would be sent electronically and it is important to remind students to look at their IUPUI email account.

Dean White announced that Mayor Bart Peterson would be the commencement speaker for the School of Liberal Arts graduation ceremony on May 14th.

5. APPROVING GRADUATES

Associate Dean Rick Ward announced that the list of graduating seniors would be circulated electronically after grades have been submitted for approval by the faculty. A lack of response would be taken as approval.

6. CELEBRATIONS

➤ Trustees Teaching Awards

President Harrington announced the recipients of the Trustees Teaching Award for 2006:

Robert G. Barrows, History

Owen Dwyer, Geography

Carrie Foote-Ardah, Sociology

Johnny Goldfinger, Political Science

David Hoegberg, English

Kristine Horn Sheeler, Communication Studies

Robert Beck, Geography

Chris Kraatz, Philosophy

Mary Sauer, English

➤ Promotions and Tenure Announcements

Associate Dean Marianne Wokeck announced the faculty who were promoted to full professor:

Barbara Jackson, Anthropology

Paul Carlin, Economics

Patrick Rooney, Economics

Robert Sandy, Economics

Jane Schultz, English

Philip Scarpino, History

Associate Dean Wokeck announced the faculty who were promoted to associate professor and granted tenure:

Gina Gibau, Anthropology

Una Osili, Economics

Owen Dwyer, Geography

Kevin Cramer, History

Cornelis de Waal, Philosophy

Ellen Andersen, Political Science

Scott Pegg, Political Science

David Craig, Religious Studies

and Peter Thuesen (Associate Professor already), Religious Studies was awarded tenure.

Associate Dean Wokeck then announced the faculty who were promoted to the rank of

Senior Lecturer:
Janet DeWester, Communication Studies
Jennifer Cochrane, Communication Studies
David Sabol, English

➤ Schultheis Award

The creation of a new award was announced: the Don W. Schultheis Award to recognize an Outstanding Staff Member of the IU School of Liberal Arts. The award was created by Dean White, after consulting chairs, dean's staff, and members of the School's staff.

Dean White noted that there are staff members regularly go above and beyond the call of duty and give extra of themselves to the School. He was pleased that with this award the School can give something back to the staff and delighted that it is named after someone who was with us before there was even an IUPUI---Don Schultheis.

Don Schultheis was present to give the award which went to two staff members.

Wanda Colwell, Office Manager for the Department of English, was described as: "the glue that holds the large, heterogeneous English Department (with 60 full-time faculty and 300 majors) together. She's active in ways that will never be found in a job description but are essential to the functioning of a rapidly changing department. Wanda helps us to make and keep our community. Though she has no time at all for gossip, she keeps us informed. . . .

The words used most often to describe Wanda are patient, empathetic, and caring. In this large institution, Wanda goes out of her way to help people through bureaucratic mazes."

And

Terri L. Crews, Program Coordinator, IUPUI Center for Economic Education, who was described as having:

"gone far beyond normal expectations for her position in her regular program planning, arranging of materials deliveries to schools through the Econo-Van delivery service, administration of the Center's economic education library, recruiting of participants and speakers for Center programs, and dealing with a diverse public that includes teachers, government officials, senior corporate management, administrators of NGO's and many others. ...the Center would be radically less successful without her...would not benefit from a strong international reputation."

➤ Retiree Recognition

Professor Kenneth Davis of the English Department delivered a tribute to Christian Kloesel, Professor and Chair of the Department of English. A copy of Dr. Davis's comments is appended to the end of the minutes.

➤ Outstanding Faculty Award

The Outstanding Faculty Awards were then announced:
For Tenure-Line Faculty member to William J. Jackson, Department of Religious Studies

For Associate Faculty to Terry Daley, Department of English
For Lecturer to Erik L. Lindseth, Department of History

7. COMMITTEE BUSINESS

7a. Academic Standards and Policies: creation of a (student) Academic Misconduct Appeal Board.

Bill Blomquist moved to suspend the by-laws so that the proposal from the Academic Standards and Policies Committee regarding the Academic Misconduct Appeal Board could be considered at this meeting. The motion was seconded and carried unanimously.

Dean Richard Ward explained the background: The Board of Trustees endorsed a revised *Code of Student Conduct* in August of 2005. One provision of this code was that each campus had to establish “clear guidelines for student appeal processes.” To this end our campus has required each school to create an “Academic Misconduct Appeals Board” to be comprised of three faculty and two student members. The board must follow the detailed campus procedures that include specific filing and notification timelines as well as guidelines for conducting and recording the formal hearings. In order to comply with the mandate, the Academic Standards and Policies Committee has two proposals.

Herb Brant, for the Committee, moved that:

The Academic Misconduct Appeal Board for the School of Liberal Arts will be constituted, as needed, from the ranks of the Academic Affairs Committee and the School of Liberal Arts student body. The membership of the board will consist of three full-time faculty members and two Liberal Arts students, to be chosen in consultation between the Chair of the Academic Affairs Committee and the Associate Dean for Student Affairs. The Academic Misconduct Appeals Board will rule on the merits of the academic misconduct charge as well as the fairness of the penalties imposed, following the procedures specified in the IUPUI Code of Student Conduct, Section V.

And, in order to constitute the new Appeals Board, the Committee proposes a change in the Faculty Assembly Bylaws under Section 4, “Appointed Standing Committees.” [The current bylaw in regular text; proposed additions in italics]

a. Academic Affairs Committee

1. The Academic Affairs Committee will apply to individual cases the existing policies of Indiana University, IUPUI, and the School of Liberal Arts with regard to admission, dismissal, readmission, and grade changes, and it will recommend to the Academic Standards and Policies Committee modifications or clarifications of these policies in the light of its experience. *The Academic Affairs Committee will also consult with the Associate Dean for Student Affairs in the event that an Academic Misconduct Appeals Board must be constituted in order to resolve a case of alleged academic misconduct. The three faculty representatives on an Academic Misconduct Appeals Board will, to the fullest extent possible, be drawn*

from the Committee. The Committee Chair and the Associate Dean for Student Affairs will select members of the Academic Misconduct Appeals Board for each case.

President Harrington called for comments or questions. Hearing none, she called the question. The motion from the Standards and Policies Committee carried unanimously.

7b. Agenda Council: modification of committee structure.

The Agenda Council, acting on the recommendation of the *ad hoc* Committee on Committees, proposes that the Assembly delete section IV.4.b (The Academic Standards and Policies Committee) from its bylaws, and replace section IV.4.k (The Undergraduate Curriculum Committee) with language constituting a new committee, The Undergraduate Curriculum and Standards Committee.

President Harrington presented the rationale for the recommendation. Currently, the Academic Standards and Policies committee deals with where courses are counted in the curriculum and the Undergraduate Curriculum Committee deals with the approval of new courses. New courses are often reviewed by two committees, one which approves them and another which determines where in the curriculum they should fit. In the past year, for example, a course for the new International Studies B.A. has been considered by two committees and appeared on the Assembly agenda in two different months, first for approval to create the course and later for approval to count the course in the curriculum. Such inefficiency could be eliminated by having one committee with the authority to review courses and determine their place in the curriculum.

It is clearly the will of the Assembly that the Undergraduate Curriculum Committee streamline its course approval process. This recommendation would promote such streamlining by concentrating discussion about curriculum and academic policies in one place. As the curriculum review process is streamlined, the new committee would have a reasonable workload handling a mix of new course proposals and other academic policy issues. The *ad hoc* Committee on Committees and the Agenda Council expect the new committee would, in the fall, announce a streamlined course review process.

Most business coming from Standards and Policies in recent years has dealt with course placement. Combining course review and course placement decisions will make that work more straightforward. The Undergraduate Curriculum Committee and the chair of Standards and Policies have endorsed this bylaw change.

The Agenda Council reminds its colleagues that the Assembly recently created a new standing committee, and Agenda Council representation is required on each standing committee. Reducing by one the number of standing committees would also be a benefit to the Agenda Council.

The Agenda Council moves the following changes in the bylaws to establish the Undergraduate Curriculum and Standards Committee:

1. The Undergraduate Curriculum and Standards Committee provides faculty oversight for matters of curriculum and standards. The committee will review and develop specific recommendations for the Assembly on academic policies and standards. It will approve new courses, and recommend to the Assembly the approval of new majors, programs or certificates.
2. If the committee does not approve a course, the interested department may appeal to the Faculty Assembly.
3. The Committee will be composed of eight members: five faculty, a designated Agenda Council representative, a non-voting School administrative officer designated by the Dean, and a student.

If this bylaw passes, Section IV.4 would be re-lettered to take account of the deletion of the current IV.4.b.

Elizabeth Kryder-Reid asked whether there would be any impact on the Graduate Curriculum Committee and whether the change would impact the work load of the committee.

Responding as a member of the Academic Standards and Policies Committee, Herbert Brant said that that committee did not have too much work and thought it could be handled by the new committee.

As a member of the Undergraduate Committee, Julie Freeman said that since the committee no longer had to review proposals for variable title courses, that committee had more time. Susanmarie Harrington indicated that the proposal would not affect the Graduate Committee.

There was some discussion over the Core Curriculum Committee and relations with the School of Science. It seems that the Core Curriculum Committee had not been meeting and that Academic Standards and Policies had covered any matters that needed to be addressed.

Gabrielle Bersier suggested that the two committees had different approaches—that Academic Standards and Policies was intended to have a broader vision (the forest) while the Undergraduate Curriculum Committee was a more narrow take (the trees). Discussion ensued as to the charge and functioning of the Undergraduate Curriculum Committee. Spokespersons for it indicated that increasingly there were few problems with syllabi so its work had declined. Some expressed concern that the Committee had sometimes put too much attention on the details of syllabi. Robert Sutton indicated that departments needed to be reviewing syllabi. He and Susanmarie Harrington reminded the Assembly of the goal to streamline the functioning of committees. Susanmarie Harrington called the question.

The motion to establish an Undergraduate Curriculum and Standards Committee (as

described above) passed with one vote opposed.

7c. Faculty Affairs: Proposal to Change the Composition of the Promotion and Tenure Committee and SLA Guidelines.

Subir Chakrabarti, for the Faculty Affairs Committee, presented the proposal to amend the By-Laws for the Promotion and Tenure Committee to allow for the presence of senior lecturers, increasing the size of the committee to make the work equitable, and to indicate a continued preference for full professors among the tenured members when possible. While the Committee had circulated a draft proposal in the week prior to the Assembly meeting, it had continued to work on the proposal and thus presented this recommendation to the Assembly:

The Faculty Affairs committee of the Faculty Assembly recommends the following amendments to the bylaws. These changes are being suggested by the Committee as a response to the changes in the size and composition of the school's faculty. The P&T committee had requested the faculty affairs committee to look into these issues. The chair of the P&T committee was present and was part of the discussions.

The Faculty Affairs committee will further propose modifications to the Liberal Arts Promotion and Tenure Guidelines to harmonize this bylaw (if it passes) and the guidelines (making clear, for example, that the recusal policy would apply to the senior lecturers as well).

Amended Motion:

(2) Membership. The committee will consist of seven tenured faculty members and two senior lecturers, excluding full time administrators, who will serve staggered terms of two years. Every effort should be made to ensure diversity of representation on this committee and the school's primary promotion and tenure committees.

- a. To the fullest extent possible, the tenured members of the committee should hold the rank of Professor. No more than one tenured member may be elected from any department.
- b. The two senior lecturers should be elected from different departments; one of them may belong to the same department as a tenured member. These two senior lecturers will serve as voting members on the committee only to consider candidates seeking promotion from Lecturer to Senior Lecturer.
- c. All members of the committee must recuse themselves from discussing and voting on members of their own departments.

Discussion ensued.

Jason Eberl argued that the larger size would permit more consistency with carry-overs from year to year.

Robert Sutton moved to modify (2) c so that recusal also included “family members or significant others.” Subir Chakrabarti seconded.

After discussion, the question was called on the modification. The proposal that (2) c be modified to read:

c. All members of the committee must recuse themselves from discussing and voting on members of their own departments, family members, or significant others.

was passed unanimously.

Returning to the discussion of the overall proposal, there was some question about whether people should be precluded from voting on people from their programs as well as departments. There was concern that this could make things unmanageable given how many people have adjunct status in some of the programs. Susanmarie Harrington argued that the intention was not to prevent people from programs voting on the promotion and tenure of those from other departments.

The question was called. The motion to modify the by-laws regarding the composition of the Promotion and Tenure Committee carried unanimously.

The Faculty Affairs Committee now proposed to make the Liberal Arts Promotion and Tenure Guidelines consistent with the revisions in the By-Laws (additions in bold):

B. At their first meeting, the committee shall elect a chair. This person is responsible for organizing future meetings of the committee and shall, in addition, serve as the SLA representative to the IUPUI Campus Promotion and Tenure Committee. **The chair of the committee must hold the rank of professor.**

C. In any given year, it is likely that the committee will include members from departments that are presenting candidates. In such cases committee members may not participate in discussions concerning candidates from their own department, they must leave the room during such discussions, and they must abstain from voting on those cases.

D. Committee members may not participate in discussions concerning promotion to a rank above their own, and non-tenured members of the committee may not participate in discussions concerning tenure. Associate professors may not participate in discussions concerning promotion to professor; they must leave the room during such discussions and they must abstain from voting on those cases. Senior lecturers may not participate in discussions involving candidates for tenure and/or promotion to associate professor or professor; they must leave the room during such discussions, and they must abstain from voting on those cases.

(then reletter the rest of the section as needed)

Robert Sutton moved to replace “their” in the first sentence with “its” so as to read:

B. At its first meeting, the committee shall elect a chair.

The motion carried unanimously.

After discussion, the question was called and the Assembly voted on the proposal as follows:

To make the School of Liberal Arts’ Promotion and Tenure Guidelines consistent with the revisions in the By-Laws, the guidelines be amended to include the following:

B. At its first meeting, the committee shall elect a chair. This person is responsible for organizing future meetings of the committee and shall, in addition, serve as the SLA representative to the IUPUI Campus Promotion and Tenure Committee. The chair of the committee must hold the rank of professor.

C. In any given year, it is likely that the committee will include members from departments that are presenting candidates. In such cases committee members may not participate in discussions concerning candidates from their own department, they must leave the room during such discussions, and they must abstain from voting on those cases.

D. Committee members may not participate in discussions concerning promotion to a rank above their own, and non-tenured members of the committee may not participate in discussions concerning tenure. Associate professors may not participate in discussions concerning promotion to professor; they must leave the room during such discussions and they must abstain from voting on those cases. Senior lecturers may not participate in discussions involving candidates for tenure and/or promotion to associate professor or professor; they must leave the room during such discussions, and they must abstain from voting on those cases.

The rest of the section will be relettered as needed.

The motion to revise P&T Guidelines carried unanimously.

7d. Undergraduate Curriculum Committee: Proposal for a Certificate Program in Theatre and Performance.

The Undergraduate Curriculum Committee presented the proposal for a Certificate in Theatre and Performance. Donna Edmond of the Department of Communication Studies responded to questions about the proposal. There was a friendly amendment to specify that it is an “undergraduate” certificate.

Discussion arose in regards to the “sample list of elective courses” on p.5. There were concerns about why these courses and not others. Donna Edmond explained that these were intended only as a sample and not the final list. The issue of whether there should be tracks (schools, museums, acting) was raised. There was a question about how flexible the list should be; the more flexible the requirements, the harder it is to get good advising.

Kenneth Davis moved that the list be removed. The motion was seconded. In the ensuing discussion, some pointed the need to be able to give students some idea of the possibilities. There was also the suggestion to expand the offerings in acting since that is particularly important to many students.

The motion [to remove p. 5] was called and passed.

Faculty discussed the need for some sort of list to be provided, perhaps more complete and reorganized. Herbert Brant moved that the Assembly approve the Proposal for an Undergraduate Certificate Program in Theatre and Performance with the proviso that a list of sample courses be developed and approved by the Undergraduate Curriculum and Standards Committee before the proposal is sent on. Subir Chakrabarti seconded it.

The motion was called and it passed with one opposing vote.

8. ELECTION RESULTS

President Harrington announced the results of the SLA faculty elections.

President of the Faculty Assembly through 2008 will be Robert Sutton.

New Committee members are as follows (with the end of their term):

Agenda Council: Claudia Grossman ('08), Kristine Horn Sheeler ('08),

Marc Bilodeau ('07, replacing Sutton as at-large member) (*Procedural note: after the Assembly meeting it was noted that Claudia Grossman is not eligible to serve on the Agenda Council because she comes from the same department as a continuing member of that committee. The Agenda Council thus organized a special summer election to fill the vacancy created by this oversight.*)

Enhancement Review Committee: Richard Turner ('09)

Faculty Council Unit Reps: Didier Bertrand, Herbert Brant ('08)

Nominating Committee: Gina Sanchez-Gibau, Kelly Hayes ('08)

Promotion and Tenure Committee: Phil Scarpino, Karen Johnson ('08)

President Harrington extended her thanks to all who were willing to serve and to all (207 of ~225 eligible) who voted. She further announced that the opportunity for on-line sign up for committee preferences would be coming soon. There would be the possibility to indicate rank ordering as well as a box for additional comments. Faculty would also be able to volunteer now for the Staff Appreciation Luncheon.

9. COMMITTEE END OF YEAR REPORTS

President Harrington reminded committees that reports were now due and announced that they would be posted on the Faculty Assembly committee web-sites when available.

10. ADJOURNMENT FOLLOWED BY THE CELEBRATION OF SCHOLARSHIP

On behalf of the Dean's Office, Dean Robert White extended his appreciation to outgoing president Susanmarie Harrington. The Assembly gave her a standing ovation. She then handed the gavel over to incoming president Robert Sutton. President Sutton entertained a motion to adjourn, having invited the Assembly to join the Celebration of Student Scholarship in the University Place Conference Center.

The meeting adjourned at 3:00 p.m.

Respectfully submitted by Nancy Marie Robertson, 22 June 2006