

****Revised****
Liberal Arts Senate and Faculty Meetings
2002 – 2003 Schedule

<u>Date</u>	<u>Location</u>
Tuesday, September 17, 2002	Stewart Center, Room 318
Tuesday, October 15, 2002	Stewart Center, Room 320
Tuesday, November 19, 2002	Stewart Center, Room 318 (Faculty Meeting)
Tuesday, December 3, 2002*	Stewart Center, Room 318
Tuesday, January 21, 2003	Stewart Center, Room 318
Tuesday, February 18, 2003	Stewart Center, Room 318
Tuesday, March 11, 2003*	Stewart Center, Room 320 (Faculty Meeting)
Tuesday, April 15, 2003	Stewart Center, Room 318

All meetings will be held at 3:00 p.m.

* indicates change in date from original schedule

MINUTES OF THE MEETING OF THE LIBERAL ARTS FACULTY SENATE

September 17, 2002

3:00 p.m. in STEW 318

Dean Toby L. Parcel, Presiding

Present: Alsup, J., Bergmann, L., Berndt, T., Blakesley, D., Broden, T., Brown, H., Buckser, A., Cengiz, K., Clair, R., Corbetta, D., Cover, J., Cunningham, C., Curd, M., Curtis, S., Dzhafarov, E., Fliotsos, A., Hastings, S., Huber, J., Jagacinski, C., Kelly, J., King, R., Larson, J., Marshall, H., Mattson, M., Matustik, M., Owens, T., Padberg, D., Parker, S., Peterson, L., Peterson, N., Rand, R., Sanchez-Llama, I., Smith, R., Snow, D., Spencer, J., Targ, H., Thompson, P., Tillis, A., Weaver, K., Webb, R., Wegener, D., Wipf, J.

Absent: Flynn, M., Krishnan, R., Melara, R.

Excused: Bross, K., Perrucci, C., Schweickart, P., Urcuioli, P.

Introductions were made as follows: Professor Susan Curtis, vice chair; Professor Ralph Webb, parliamentarian; Ms. Barb Welch, Dean's administrative assistant and secretary of the Senate. Senators then introduced themselves.

1. APPROVAL OF THE MINUTES OF THE MEETING OF APRIL 16, 2002.

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A) Professor Ralph Webb, member of the Agenda Committee, explained the role of that committee.
- B) Professor Nancy Peterson, chair of the Curriculum Committee, reported 10 course revisions and one new course. She noted that changes in the Military Science curriculum are mandated by the Pentagon. The committee recommendations were approved.
- C) Professor Shirley Rose, chair of the Educational Policy Committee, stated that the committee would begin their review of courses currently in the SLA Core Curriculum as charged by the Senate last spring. Courses in the Western Heritage part of the Core will be reviewed this year.
- D) Professor Patricia Hart, chair of the Faculty Affairs Committee, explained the role of the committee.
- E) Professor Martin Curd, chair of the Nominating and Elections Committee, reported the nomination of Professor Ralph Webb to the Grade Appeals Committee. The Senate approved the appointment. Nominations for committee participation should be directed to Joan Marshall or Professor Curd.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

There was no new business.

5. REPORT OF THE DEAN:

Dean Parcel thanked everyone for the warm welcomes. She reported on her current activities, which include the following:

- a. Getting to know the faculty. Dean Parcel is reviewing all faculty vitae before she meets with faculty in their departmental meetings this fall.
- b. Strategic Planning. Dean Parcel is soliciting input from the departments before finalizing the School's strategic plan.
- c. Liberal Arts capital campaign. Barbara Powell, director of development, is retiring, and interviews are being conducted for her replacement. The new person will work mainly on major gifts. Another development officer for SLA will be hired in the future. Dean Parcel and the department heads will attend a development workshop this week.
- d. Faculty development/quality of faculty. She plans to continue and enhance current faculty development efforts and initiate a few new ones. She is also reviewing the SLA Centers and plans to enhance those programs.

6. QUESTIONS:

Dean Parcel answered questions about the strategic plan and the capital campaign.

7. ADJOURNMENT:

The meeting adjourned at 3:50 pm.

Respectfully submitted:

Barbara E. Welch
Dean's Administrative Assistant

MINUTES OF THE MEETING OF THE LIBERAL ARTS FACULTY SENATE

October 15, 2002

3:00 p.m. in STEW 320

Dean Toby L. Parcel, Presiding

Present: Alsup, J., Bergmann, L., Berndt, T., Blakesley, D., Broden, T., Cengiz, K., Clair, R., Cover, J., Cunningham, C., Curd, M., Curtis, S., Fliotsos, A., Flynn, M., Hastings, S., Huber, J., Jagacinski, C., Kelly, J., King, R., Krishnan, R., Marshall, H., Mattson, M., Matustik, M., Owens, T., Parker, S., Peterson, L., Peterson, N., Sanchez-Llama, I., Smith, R., Snow, D., Spencer, J., Urcuioli, P., Weaver, K., Webb, R., Wegener, D., Wipf, J.

Absent: Bross, K., Buckser, A., Corbetta, D., Dzhafarov, E., Larson, J., Melara, R., Padberg, D., Perrucci, C., Rand, R., Schweickart, P., Targ, H., Thompson, P., Tillis, A.

Excused: Brown, H.

1. APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 17, 2002.

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A) Professor Nancy Peterson, chair of the Curriculum Committee, reported that the committee considered and recommends four course revisions, two new courses, and three program changes (HIST major and minor, and PSYC minor). The committee recommendations were approved.
- B) Professor Patricia Hart, chair of the Faculty Affairs Committee, stated that the committee would meet with Dean Parcel in the spring to discuss any matters brought before the Committee. Before February 15, 2003, the faculty will be invited to submit a memo about any aspect of the Dean, her staff, their performance, or any other concern that has to do with faculty rights, responsibilities, privileges, opportunities and welfare collectively and as individuals. Dean Parcel encourages faculty to contact the Committee any time there is a concern, and she has assured the Chair that she will be readily available.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

Associate Dean Joan Marshall summarized the enrollment report that was distributed at this meeting. She said the School's graduate enrollment is stable. We are moving forward with our long-range plan to reduce undergraduate enrollment. The School is experiencing better retention rates, and average SAT scores are higher.

5. REPORT OF THE DEAN:

- a. Dean Parcel has been visiting with faculty by department, and she has completed about half of these visits. Questions on development, strategic planning, size of our school and resources for the school have been raised.
- b. The department heads have reported to the Dean that strategic planning is moving ahead at the department level. Dean Parcel has asked the department heads to nominate tenured faculty from each area to serve on

a strategic plan review committee. Drafts of the departmental strategic plans are due in the Dean's Office on November 22, and those plans will be distributed to the committee before their first meeting. The purpose of the committee will be to provide feedback to the departments to help strengthen the plans. The review process will conclude by mid-January.

- c. Barbara Powell, director of development, retired September 30, and a new development director, Cathleen Ruloff, has been hired. She will start on December 2. Dean Parcel thanked the department heads involved in the interview process. Cathleen comes to us from the University of Wisconsin-Milwaukee, and has had much major gifts experience. A second major gifts officer for SLA will be hired in the future. Dean Parcel is grateful to the members of the SLA and university development office for their roles and efforts during this transition time.
- d. The department heads are working on a "wish list" for their areas for the SLA capital campaign. These lists will help guide the School of Liberal Arts development efforts.
- e. Searches are currently being conducted for three department heads positions (Psychology, History and Sociology/Anthropology) and a number of faculty positions. She referred the Senators to an email from Associate Dean Zelaznik regarding faculty development programs.

6. QUESTIONS:

Dean Parcel answered a question asking whether enrollment limits have been set for next year. Dean Parcel reported that she, David Santogrossi, Doug Christiansen and Keith Murray discussed enrollment and space issues at a recent meeting. The long-range plan is to decrease undergraduate enrollment by 400-600 students, and this will be done gradually. Specific limits or goals for next year have not been set.

7. ADJOURNMENT:

The meeting adjourned at 3:25 pm.

Respectfully submitted:

Barbara E. Welch
Dean's Administrative Assistant

MINUTES OF THE MEETING OF THE FACULTY
OF THE SCHOOL OF LIBERAL ARTS

November 19, 2002

Room 318, Stewart Center, 3:00 p.m.

Dean Toby Parcel, Presiding

1. APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 19, 2002

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A. Professor Nancy Peterson (ENGL), Chair of the Curriculum Committee, reported that the committee has presented 19 course revisions, 2 course deletions, 17 new courses, and 9 program changes to the Senate. All of those have been approved.
- B. Professor Shirley Rose (ENGL), Chair of the Educational Policy Committee, reported that this committee has reviewed one proposal for a course to be added to the SLA core. At the request of the SLA Senate, the committee will review courses currently on the SLA core. The committee is currently reviewing courses in the Western Heritage category.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

- A. Dean Parcel awarded departmental Educational Awards, which included a framed certificate and a check for \$300, to Professor Zina Breschinsky (FLL) and Professor Rosalee Clawson (POLSCI). Dean Parcel also stated that Professor Nancy Gabin was awarded the School of Liberal Arts Educational Excellence Award at the University Honors Convocation in April 2002. This award carried with it an engraved plaque and a check for \$1,000.
- B. Dean Santogrossi presented a list of 318 students who are candidates for the Bachelor of Arts or Bachelor of Science degree and two for the Bachelor of Physical Education degree in December 2002. The lists were approved and certified by the faculty.

5. REPORT OF THE DEAN:

I have enjoyed visiting with colleagues in departments and at meetings such as this one. In many of these contexts I have talked about what I have been working on since I arrived; I have focused on topics such as getting to know the faculty, strategic planning, our capital campaign, and quality of the faculty. Undoubtedly I will speak on these topics in the future. And after this talk, I welcome your questions in these areas and others.

But I thought that today I would talk to you not about what I am working on, but about what I value. Because I value many things, including excellence, diversity, hard work, narrowing the list was not easy. Because I believe in making choices, I have decided to talk about teamwork and civility, and save discussion of other values for another day. I also want to sketch for you what practical difference I think teamwork and civility will make for us as we strive to move our School to the next level.

To me, teamwork and civility go together. Teamwork means forging a common vision and working together to pursue it. Lack of civility is a symptom that teamwork has broken down, or that the team was never forged in the first place. Civility can help to enhance teamwork. It also makes our days more pleasant, and can facilitate productivity generally. Lack of civility can promote turnover, thus causing us to try to recruit, once again, new team members. New recruits must be integrated into the team, or “socialized” as sociologists would say. This doesn’t happen overnight, and can slow momentum.

In one sense, talking about teamwork to academic faculty seems wrong. You’ve all heard the joke about cats: Being a Department Head is like herding cats; being a Dean is like herding lots of cats. Academics are independent by nature and that very independence often is a requirement for the intellectual accomplishments we all value. So we need to celebrate and understand this independence. But “herding cats” is sometimes necessary. This is true especially at a time when we are engaged in strategic planning. I know you are having thoughtful discussions about future intellectual directions; making choices is not easy, and might be an open invitation to lack of civility and the disintegration of what fragile teams had perhaps been formed. I hope that is not happening. But patterns of lack of civility among colleagues are surely a sign that something is wrong somewhere. Independence and incivility are not the same thing. If incivility has occurred, can we agree that should be a thing of the past?

Let me now turn to the practical side. What difference does it make? I think that academic departments that are characterized by teamwork and civility have an easier time recruiting and retaining members. The same is true for academic programs. Earning tenure is tough enough, and probably getting tougher. If they have choices, assistant professors should choose to enter collegial environments, characterized by teamwork and civility; their careers will flourish better there. Senior colleagues may have even more choices in this regard. In addition, because I believe in these values, I will favor departments and programs characterized by teamwork and civility. Consider the following dilemma. Your strategic plans will undoubtedly contain many more good ideas for growth in SLA than we can possibly fund. Where should I choose to invest? Of course, the quality of ideas must be seriously considered, and always will be. But “tie breaking” is inevitable. Surely university funds are better invested in departments and programs where teamwork and civility are working to produce the highest level of academic returns. Good ideas are not enough. We must be able to implement them successfully. I thought you should know where I stand. I welcome your comments or questions on this, and any other topics.

6. QUESTIONS:

Professor Sally Hastings (HIST) asked Dean Parcel to what extent do departments have a responsibility to meet the needs of the students? Dean Parcel replied that, in her meetings with departments, she has shared she is reviewing the whole complex teaching enterprise. Our school has three teaching missions: service to the University, service to SLA majors, and training for our graduate students. The Dean’s initial assessment during the search last spring was that the balance between teaching and discovery is off, and she wants to work to bring that into a better balance. The Dean believes there is plenty of room for celebration and support of teaching.

7. ADJOURNMENT:

The meeting adjourned at 3:20 p.m.

Respectfully submitted,

Barbara Welch
Administrative Assistant to the Dean

MINUTES OF THE MEETING OF THE LIBERAL ARTS FACULTY SENATE

December 3, 2002

3:00 p.m. in STEW 318

Dean Toby L. Parcel, Presiding

Present: Alsup, J., Anderson, K., Bergmann, L., Brown, H., Clair, R., Curtis, S., Fliotsos, A., Kelly, J., King, R., Kirli, C., Marshall, H., Mattson, M., Matustik, M., Owens, T., Peterson, L., Peterson, N., Rand, R., Sanchez-Llama, I., Schweickart, P., Smith, R., Snow, D., Spencer, J., Urcuioli, P., Weaver, K., Webb, R., Wegener, D., Wipf, J.

Absent: Berndt, T., Blakesley, D., Broden, T., Bross, K., Buckser, A., Corbetta, D., Cover, J., Cunningham, C., Curd, M., Dzhafarov, E., Flynn, M., Hastings, S., Huber, J., Jagacinski, C., Krishnan, R., Larson, J., Melara, R., Padberg, D., Parker, S., Perrucci, C., Targ, H., Thompson, P., Tillis, A.

1. APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 15, 2002.

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A) Professor Patricia Hart, chair of the Faculty Affairs Committee, reminded the Senate that the committee would meet with Dean Parcel in early March to discuss the state of the School, current and future activities, and the Dean and her staff. Please submit your concerns in a memo before February 15, 2003, to Patricia Hart, FLL, SC (email: phart@purdue.edu).
- B) Professor Nancy Peterson, chair of the Curriculum Committee, reported that the committee recommends one new course, two course revisions, and four program changes. Dean Santogrossi reported that he and Dean Parcel are conducting a comprehensive examination of course offerings and major offerings. They are looking especially at enrollments and the number and focus of courses being offered. The recommendations of the committee were approved.
- C) Professor Shirley Rose, chair of the Educational Policy Committee, requested approval of the committee's November 22, 2002, report (#02-4) that added one sociology course to the Core and reviewed courses in the Western Heritage category. The report was approved.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

Professor Patsy Schweickart, chair of the Agenda Committee, reported that one item had been forwarded to the committee regarding a proposed hiring goal (#02-5). Professor Martin Matustik, author of the proposal, provided background information. Discussion followed. Issues of work load, tenure, retention, hiring priorities, diversity (curricular and gender) and teaching assignments/rotations were raised. A vote on this proposal will be taken at the January Senate meeting.

5. REPORT OF THE DEAN:

Dean Parcel has finished meeting with the faculty in the departments. Her meetings with the chairs of the IDIS programs are almost completed. These meetings have been very helpful. Cathleen Ruloff, Director of Development joined the Dean's staff on December 2nd. The Area Committee has their meetings this week. In February, these deliberations will move to the University level.

6. QUESTIONS:

A question arose about Liberal Arts being granted zero new hiring lines in a handout distributed recently at the President's Forum. Dean Parcel said the zero reference is to hires already completed; six strategic hires are planned for the 2003-04 academic year. She said that she has scheduled a meeting with the President's speechwriter to discuss, among other things, the absence of SLA references in the President's speeches. She hopes to find ways in which information about the School can be included in the President's speeches. Dean Parcel also reported that Barbara Dixon now oversees the communications area of the School, which includes the annual report, SLA magazine and other publications.

7. ADJOURNMENT:

The meeting adjourned at 3:47 pm.

Respectfully submitted:

Barbara E. Welch
Dean's Administrative Assistant

MINUTES OF THE MEETING OF THE LIBERAL ARTS FACULTY SENATE

January 21, 2003

3:00 p.m. in STEW 318

Dean Toby L. Parcel, Presiding

- Present: Bergmann, L., Berndt, T., Broden, T., Bross, K., Brown, H., Cover, J., Cunningham, C., Curd, M., Curtis, S., Ebarb, J., Flotsos, A., Hastings, S., Huber, J., Jagacinski, C., Kelly, J., King, R., Marshall, H., Mattson, M., Matustik, M., Owens, T., Peterson, N., Rand, R., Sanchez-Llama, I., Schweickart, P., Sedlock, D., Smith, R., Snow, D., Spencer, J., Targ, H., Urcuioli, P., Walton, W., Webb, R., Wegener, D.
- Absent: Alsup, J., Anderson, K., Blakesley, D., Buckser, A., Clair, R., Corbetta, D., Dzhafarov, E., Flynn, M., Krishnan, R., Larson, J., Melara, R., Padberg, D., Parker, S., Perrucci, C., Thompson, P., Tillis, A., Wipf, J.
- Excused: De la Fuente, A., Schweickart, P.

1. APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 3, 2002.

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A) Professor Patricia Hart, chair of the Faculty Affairs Committee, reminded the Senate of the February 15, 2003 deadline for submitting items to the committee that will be discussed with Dean Parcel in early March.
- B) Professor Nancy Peterson, chair of the Curriculum Committee, reported that the committee recommends 16 course revisions, five deletions, eight new courses and four program changes. The recommendations of the committee were approved.
- C) Professor Martin Curd, chair of the Nominating and Elections Committee, reported a change in the apportionments to the SLA Senate. Audiology & Speech Sciences will now have two senators, and Foreign Languages & Literatures will have six Senate representatives. The report (# 2-07, attached) was approved.

3. OLD BUSINESS:

Before voting on the measure, the Senate discussed the Proposed Hiring Goal for SLA Strategic Plan presented at the December 2002 meeting by Professor Martin Matustik. The vote was 11 for and 19 against the proposal, using a paper ballot.

4. NEW BUSINESS:

There was no new business.

5. REPORT OF THE DEAN:

Dean Parcel reported that strategic planning is moving along well, and she thanked the review committee, which is composed of a faculty representative from each department, for their work. The departmental strategic plans are also being discussed in Council of Department Heads meetings. Provost Mason wants the

strategic plans to address the next 5-7 years, with a short paragraph describing long-range plans. Dean Parcel hopes to have the School strategic plan completed by the end of the year. She pointed out that it might take some time for approval from the President.

As part of the recruitment season, four faculty have been hired thus far – one in Psychology, one in Communication, and two in Political Science. The School has many searches still underway.

Dean Parcel spoke about development and the gift-giving process. She explained that very little is said about a gift in process and, when large gifts are made, they are often announced at strategic times. Most gifts are directed by the donor. Dean Parcel pointed out that some of our development efforts would not be realized for quite some time, as in deferred gifts.

Dean Parcel and Dean Santogrossi are meeting with each department head to discuss teaching efficiencies. They are reviewing the courses taught, course enrollments, and the frequency with which courses are offered. The goal is to be able to show how the School's large teaching budget has been used.

6. QUESTIONS:

- Dean Parcel was asked to explain the Bindley challenge.
- A question was raised about the large increase in students wanting to take certain courses, this semester especially, and how it has been handled.
- Dean Parcel was asked about the Journal and Courier article regarding the discontinuation of the graduate acting program in theater.
- The Dean was asked her thoughts on the School's promotion and tenure process, now that she has experienced it once.
- Dean Parcel was asked about the new assistant provost hired to oversee the academic elements of the strategic plan.

7. ADJOURNMENT:

The meeting adjourned at 3:42 pm.

Respectfully submitted:

Barbara E. Welch
Dean's Administrative Assistant



TO: Liberal Arts Senate

FROM: Martin Curd, Chairperson, Liberal Arts Nominating and Elections Committee

DATE: January 21, 2003

RE: Reapportionment of Liberal Arts Senate for 2003-04

In compliance with Section 2.02 of the Liberal Arts By-Laws, the Senate must determine the apportionment of elected senators to Liberal Arts departments each calendar year. The following is a proposed reapportionment for Senate consideration. If adopted, this representation would become effective on July 1, 2003.

<u>Department</u>	<u>Number of Voting Faculty Jan. 2002</u>	<u>Number of Senators 2002-03</u>	<u>Number of Voting Faculty Jan. 2003</u>	<u>Number of Senators 2003-04</u>
Audiology & Speech Sciences	18	3	18	2
Communication	30	4	31	4
English	55	6	58	6
Foreign Languages & Literatures	41	5	43	6
Health & Kinesiology	20	3	20	3
History	32	4	32	4
Philosophy	19	3	20	3
Political Science	25	3	26	3
Psychological Sciences	49	6	48	6
Sociology & Anthropology	31	4	30	4
Visual & Performing Arts	39	5	40	5

This proposal is based on proportional representation according to the number of voting faculty, with the provision that no department shall have fewer than two (2) senators nor more than six (6).

MINUTES OF THE MEETING OF THE LIBERAL ARTS FACULTY SENATE

February 18, 2003

3:00 p.m. in STEW 318

Dean Toby L. Parcel, Presiding

Present: Alsup, J., Berndt, T., Blakesley, D., Broden, T., Bross, K., Cover, J., Cunningham, C., Curd, M., Curtis, S., De la Fuente, A., Dzhafarov, E., Ebarb, J., Fliotics, A., Huber, J., Kelly, J., King, R., Krishnan, R., Padberg, D., Peterson, N., Sedlock, D., Smith, R., Snow, D., Webb, R., Wegener, D.

Absent: Anderson, K., Bergmann, L., Brown, H., Buckser, A., Clair, R., Corbetta, D., Flynn, M., Jagacinski, C., Larson, J., Marshall, H., Melara, R., Owens, T., Parker, S., Perrucci, C., Rand, R., Schweickart, P., Spencer, J., Targ, H., Thompson, P., Tillis, A., Urcuioli, P., Walton, W., Wipf, J.

Excused: Hastings, S., Mattson, M., Matustik, M., Sanchez-Llama, I.

1. APPROVAL OF THE MINUTES OF THE MEETING OF JANUARY 21, 2003.

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A) Professor Nancy Peterson, chair of the Curriculum Committee, reported that the committee recommends one course revision, 22 course deletions (mostly in response to an audit by the registrar's office), and one new course. In response to a question about the number of foreign language and literature courses being deleted, Professor Peterson said some were courses that had not been offered in more than 10 years; others were no longer offered because of the departure of various faculty members and there were no plans for replacement. The recommendations of the committee were approved.
- B) Professor Shirley Rose, chair of the Educational Policy Committee, reported that the committee is continuing its review of the Western Heritage category of the Core Curriculum. The committee's report was approved.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

There was no new business.

5. REPORT OF THE DEAN:

Dean Parcel reported that the recruitment season is in full swing. Of the six strategic planning hires, three new faculty have been hired thus far and a fourth is very likely. The two other searches are continuing. The School is conducting external searches for two department heads and a director of African American Studies.

Dean Parcel pointed out a recent article in Inside Purdue regarding compensation. In December the Provost asked the deans for their highest priorities for spending for the foreseeable future. Options included compensation, supplies and equipment, startup, space, among others. It seemed that there was strong consensus among the deans regarding the importance of compensation. Dean Parcel said MME money

(merit, market, equity money) will be available this year, but the size of the overall compensation package is unknown. On page three of [Inside Purdue](#) is an article regarding a proposed new cash bonus program at Purdue.

6. QUESTIONS:

- Dean Parcel was asked to remind the Senate where the six new strategic planning hires are located. They will be in AUS, ANTH, COM, ENGL, PSYC, and VPA.
- Assuming the new proposed bonus program would be administered at the School or Department level, Dean Parcel was asked if she would ask departments to “give back” unspent funds they may have at the end of the year. Dean Parcel is not inclined to do that. She is open to ideas from department heads on how to use “extra” funds, maybe in conjunction with merit.

7. ADJOURNMENT:

The meeting adjourned at 3:20 pm.

Respectfully submitted:

Barbara E. Welch
Dean’s Administrative Assistant

MINUTES OF THE MEETING OF THE FACULTY
OF THE SCHOOL OF LIBERAL ARTS

March 11, 2003

Room 320, Stewart Center, 3:00 p.m.

Dean Toby Parcel, Presiding

1. APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 19, 2002

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

- A. Professor Susan Curtis (HIST), Vice Chair of the Senate, noted in her presentation that Dean Parcel has been working as our new dean at a time of great change in Purdue's history. Much of Dean Parcel's work has concentrated on the ongoing process of identifying the strengths of the school, deciding how best to use our resources, and striving to generate additional resources. This year has been devoted to departments and interdisciplinary programs drafting strategic plans for the coming five years. The Dean has made it clear that the plans are not busy work—they are essential blue prints for department and program building, and she will evaluate departmental requests in light of their plans. Professor Curtis stressed the need for interdepartmental and interdisciplinary collaboration and spirit, and she urged the faculty to work with the Dean through the end of the strategic planning process.
- B. Dean Joan Marshall reported for the Agenda Committee that the committee received one agenda item since the last faculty meeting. The item proposed that some number of future faculty hires be joint appointments in Women's Studies and African American Studies. It was not assigned to a committee, but brought before the Senate for discussion in January 2003 and for action in February 2003.
- C. Professor Nancy Peterson (ENGL), Chair of the Curriculum Committee, reported that the committee has presented 19 course revisions, 27 course deletions, 10 new courses, and 8 program changes to the Senate. All of those have been approved.
- D. Professor Shirley Rose (ENGL), Chair of the Educational Policy Committee, reported that this committee has reviewed 18 of the 28 courses currently on the SLA core in the Western Heritage category. The committee has approved 14 courses for retention and 4 for deletion. They continue to review proposals for courses to be added to the Core. They have approved one course and are considering another.
- E. Professor Patricia Hart (FLL), Chair of the Faculty Affairs Committee, said the committee has received memos regarding faculty concerns, and the committee plans to meet with the dean this month to provide communication to her from the faculty. She noted that most concerns are governed by other University administrators; however, the committee still intends to forward those concerns to the dean.
- F. Professor Martin Curd (PHIL), Chair of the Nominating and Elections Committee, said the committee met in the Fall 2002 to nominate Professor Ralph Webb to the Grade Appeals Committee. His nomination was unanimously endorsed. He also reported that the allocation of senators for 2003-04 has changed slightly; AUS will lose one senator and FLL will gain one senator. Professor Curd asked for volunteers to serve on the various SLA Senate committees.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

- A. Dean Santogrossi presented a list of 830 students who are candidates for the Bachelor of Arts or Bachelor of Science degree and seven for the Bachelor of Physical Education degree in May 2003. He also presented a list of 130 students who are candidates for the Bachelor of Arts or Bachelor of Science degree and two for the Bachelor of Physical Education degree in August 2003. The lists were approved and certified by the faculty.

5. REPORT OF THE DEAN:

Dean Parcel presented a report of the Sexual Harrassment Advisors' Network. Five contacts were reported during 2002, three from women and two from men. Three reported their own experiences and two were seeking advice on how to deal with a situation reported to them. The reports dealt with aggressive or sexually-oriented behaviors. Dean Parcel also reported that two additional contacts were made with the Network in 2001 that were not included in the 2001 report.

Departmental strategic plans, while not due yet, should guide faculty hiring requests for next year.

Dean Parcel commented on publications in general she receives frequently from other schools or the central administration, including annual reports, magazines, campaign material and, most recently, a CD. The dean said that, although she cares more about content or what we do than communicating as such, she knows communicating our accomplishments is very important. Dean Parcel met with John Norberg, President Jischke's speech writer, and Jeanne Norberg of the Purdue News Service about promoting SLA in the president's speeches and in news releases. They were both most receptive to receiving much more information about our School and activities. Dean Parcel reported on an agreement between SLA and Purdue Marketing/Communications to help with communications on SLA. She also asked faculty to help promote SLA by talking with the media.

QUESTIONS:

Professor Tom Berndt asked the dean for suggestions on how to encourage faculty to promote their successes. Dean Parcel said the President thinks and believes what he says in his speeches. She offered to discuss this when she meets with faculty this spring. The dean hopes to increase our campus-wide communications by including the president, provost, vice presidents, academic deans and media on the list of those who receive regular communications from our School.

7. ADJOURNMENT:

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Barbara Welch
Administrative Assistant to the Dean

MINUTES OF THE MEETING OF THE LIBERAL ARTS FACULTY SENATE

April 15, 2003

3:00 p.m. in STEW 318

Dean Toby L. Parcel, Presiding

Present: Alsup, J., Anderson, K., Bergmann, L., Berndt, T., Blakesley, D., Cover, J., Cunningham, C., Curd, M., Curtis, S., De la Fuente, A., Ebarb, J., Fliotsos, A., Hastings, S., Huber, J., King, R., Matustik, M., Owens, T., Peterson, N., Rand, R., Smith, R., Snow, D., Urcuioli, P., Webb, R., Wegener, D.

Absent: Broden, T., Bross, K., Brown, H., Buckser, A., Clair, R., Corbetta, D., Dzhafarov, E., Flynn, M., Jagacinski, C., Krishnan, R., Larson, J., Marshall, H., Mattson, M., Melara, R., Padberg, D., Parker, S., Perrucci, C., Sanchez-Llama, I. Schweickart, P., Sedlock, D., Spencer, J., Targ, H., Thompson, P., Tillis, A., Walton, W., Wipf, J.

Excused: Kelly, J.

1. APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 18, 2003.

The minutes were approved as distributed.

2. REPORTS OF THE STANDING COMMITTEES:

A) Professor Nancy Peterson, chair of the Curriculum Committee, reported that the committee met on March 5 and April 2 and recommends seven new courses, ten course revisions, five course deletions and seven program changes. The recommendations of the committee were approved.

B) Professor Shirley Rose, chair of the Educational Policy Committee, reported that the committee is continuing its review of the Western Heritage category of the Core Curriculum and twenty-two courses were approved for retention and six were approved for deletion. Other actions of the committee during the year: SOC 338, Global Social Movements, was added to Global Perspectives; CLCS 237, Gender and Sexuality in Ancient Greece and Rome, was added to Gender Issues; and SOC 342, Sociology of Peace and War, was deleted from Global Perspectives. The committee also: recommended to the Dean's Office and the Advising Office that they develop and implement a plan for setting a deadline for curriculum 402 students (undeclared students) to declare an SLA major; discussed a policy for automatic review of SLA courses that had not been offered for several years (further development deferred until departmental and School strategic plans are completed and approved); discussed whether variable topics or courses were appropriate for the Core (referred back to committee). Professor Rose answered questions about deleted and variable titled courses. The committee's actions on Western Heritage review, SOC 338, CLCS 237 and SOC 342 were accepted.

C) Professor Martin Curd, chair of the Nominating and Elections Committee, presented a slate of nominations to various School committees (see attached document 02-12). No nominations were offered from the floor. The slate was approved as presented. He also asked the Senate to vote for Vice Chair of the Senate for 2003-04. Robert E. Smith (COM) was elected.

3. OLD BUSINESS:

There was no old business.

4. NEW BUSINESS:

There was no new business.

5. ANNUAL REPORT OF THE DEAN:

Dean Parcel reported that five of the six strategic planning searches have been completed and eight other positions have been filled. Four of the thirteen new colleagues are minorities and seven are women. Seven other searches are ongoing and in their final stages. Organizational changes in the School include: Dr. Barbara

Dixon is taking a more active role in communicating our success stories to those who can disseminate that information; Purdue Marketing Communications is working to hire a person who will work full-time publicizing the School and its accomplishments; Cathleen Ruloff has been hired as Director of Development; implementation of the IDIS strategic plan goal to support some of the IDIS programs centrally.

Drafts of departmental strategic plans are being revised over the summer to be shared with faculty in the autumn. The School's strategic plan and its metrics are being reviewed.

Department Heads Berndt (PSYC), Sypher (COM) and Weiser (ENGL) gave presentations during President Jishcke's visit to our School on April 9, and they were received well.

Dean Parcel has heard nothing about salaries. She reported that all the deans believe that compensation should be the number one priority at Purdue next year.

The Provost's Office has worked with staff in the School to understand and reduce or eliminate our instructional shortfall. A bold, aggressive plan to help the School has gone to the President. The deficit is around \$1.1 M for this year. For next year it will be close to \$2.8 M, which includes the portion the School has been paying to keep the University's part lower.

Dean Parcel reported on her meeting with the Faculty Affairs Committee. Issues that were forwarded to the committee for discussion with the Dean include:

- Parking and parking fees
- Benefits- no dental plan, increased costs disproportionate to salary increases, cumbersome procedures, and flexible spending accounts
- A way for faculty/staff viewpoints to be heard via a publication
- Working conditions of faculty with joint appointments (The Dean wants to develop a memorandum of understanding for each joint appointment.)
- Too much service expected from assistant/associate professors
- Department heads making work and service assignments
- Appropriate recognition of the contributions of IDIS program chairs
- Different interpretations of the semester off policy for new assistant professors
- Differential work loads
- Procedures and standards for promotion and tenure (The Dean is reviewing each department's standards for promotion and tenure and their mentoring plans. She has directed the Primary and Area Committees to thoroughly discuss ALL evidence for each case. She has also asked to know why votes in the Area Committee went the way they did, through discussion and written comments. Dean Parcel hopes department heads will use the "stop-the-clock policy" during recruitment discussions.)

6. QUESTIONS:

- A question was raised about the discussions in primary and area committees and the issue of confidentiality.
- A question was asked about the basis for promotion for most cases at the University level.

7. MEMORIAL RESOLUTION

The Senate stood as Professor Martin Curd (PHIL) read a memorial resolution for Professor Irving Sosensky.

8. ADJOURNMENT:

The meeting adjourned at 4:21 pm.

Respectfully submitted:

Barbara E. Welch
Dean's Administrative Assistant

02-12

SLA Senate & School Committee

NOMINATIONS

April 15, 2003

For a two-year term on the Agenda Committee:

Tom Adler (ENGL)

Joel Ebarb (VPA)

For a three-year term on the Curriculum Committee:

Robert Channon (FLL)

Robert Sabol (FLL)

For a three-year term on the Educational Policy Committee:

Maria Cooks (FLL)

Ken Ferraro (SOC-ANTH) beginning Spring 2004

Lisa Goffman (AUS)

For a two-year term on the Educational Policy Committee:

Jeff Brower (PHIL)

Marifran Mattson (COM)

For a one-semester term (Fall 2003) on the Educational Policy Committee:

Robert Fry (SOC-ANTH)

For a three-year term on the Faculty Affairs Committee:

Tom Broden (FLL)

Tim Owens (SOC-ANTH)

For a two-year term on the Grade Appeals Committee:

Robert Ogles (COM)

Eric Waltenburg (POL)

Daniel Smith (PHIL) – alternate

For a two-year term on the Nominating & Elections Committee:

Patricia Hart (FLL)

VICE CHAIR – VOTE FOR ONE

Tim Owens

Robert E. Smith