**Minutes**

**Faculty Assembly, School of Liberal Arts**

**2:00–4:00 p.m. Friday, January 24, 2020 Room LE 105**

Faculty Attendees: Marta Anton, Jason Aukerman, Emily Beckman, Maria Brann, Herbert Brant, Marilee Brooks-Gillies, Andy Buchenot, Jennifer Bute, David Craig, Tom Davis, Andre De Tienne, Cornelis De Waal, Aaron Dusso, Owen Dwyer, Jonathan Eller, Estela Ene, Steve Fox, Beth Goering, Jennifer Guiliano, Ray Haberski, Katharine Head, Ronda Henry Anthony, Krista Hoffmann-Longtin, Samuel Kahn, J. Keller, Jason Kelly, Keiko Kuriyama, Chris Lamb, Kathryn Lauten, Sarah Layden, Vijay Lulla, Jennifer Mahoney, Enric Mallorqui-Ruscalleda, Kate Miller, Leslie Miller, Kenzie Mintus, Malcolm Moran, Wendy Morrison, Nichole Neuman, Mike Polites, Josh Prada, Rob Rebein, Nancy Robertson, Steve Russell, Kristy Sheeler, Lois Silverman, Brian Steensland, Shana Stump, Vidhura Tennekun, Joseph Terza, Elizabeth Thill, Jennifer Thorington Springer, Peter Thuesen, Joseph Tucker Edmonds, Thom Upton, Jose Vargas-Vila, Scott Weeden, Robert White, Kim White-Mills, Jeff Wilson, Xin Zhang, Iker Zulaica Hernandez

Guest Attendees: Pam Blevins Hinkle, Chris Foley, Liz Goodfellow, Merle Illg, Sherry Minton, Winnie Shay, Candy Smith, Sam Walters, Haixia Zhao

1. David Craig called the meeting to order at 2:00 p.m.
2. Minutes from November 8, 2019, Faculty Assembly meeting were approved as distributed.
3. President's remarks
   1. David Craig called for a moment of silence in memory of Robert Aponte, Assoc. Prof. of Sociology.
   2. Robert’s Rule of the Day: Amending a motion. Any member of the body may amend a motion by standing up and moving to amend the motion on the floor. Amendments require a second, which is followed by debate and then action. The body as a whole determines if an amendment is “friendly.”
4. Dean's remarks – Interim Dean Rob Rebein
   1. Spring 2020 enrollments in SLA are slightly down in credit hours (0.04%), but that is compared to a drop of 1.9% across campus. Head count in SLA is up 2% (while the campus as a whole is down 1.3%)
   2. SLA will be reintroducing summer funding for research in SLA.
   3. SLA will be conducting searches for the associate dean positions that are currently acting positions. More information is forthcoming.
   4. Rob Rebein thanked Mike Scott for his hard work in getting websites back up that had gone down during the process of migration.
   5. Rob introduced Pam Blevins Hinkle, Director of Spirit and Place, whose new offices are in the basement of CA.
5. Pam Blevins Hinkle introduced Spirit & Place
   1. Pam described Spirit & Place as a collaborative community initiative that uses the tools of arts, humanities, and religion to bring about enduring change through collaboration. Spirit and Place has three major programs: Powerful Conversations on Race, Community Engagement, and the Spirit & Place Festival.
   2. The theme of the 2020 Spirit & Place Festival is “Origins.” Pam encouraged SLA to create and submit events around that theme. This year, in honor of the festival’s 25th anniversary, application fees will be waived.
6. Chris Foley, Associate Vice President for University Academic Affairs and Director, Office of Online Education
   1. David Craig announced that the Ad Hoc Online Committee is organizing a 3-hour workshop for SLA faculty on Feb. 7 with Chris Foley.
   2. Chris Foley provided information about the Office of Online Education (OOE)
      1. OOE grew out of the IU President’s initiative to create a coordinated online entity at IU. The model chosen for IU is a collaborative approach to online education in which degrees do not compete across campuses; rather campuses work together to design and deliver online programs.
      2. OOE consists of 3 offices (Office of Online Education, Office of Collaborative Development, eLearning Design & Services) that manage 4 responsibilities: compliance issues surrounding online education, management of development of online degrees, student services for online students, and marketing & recruitment.
      3. The OOE website (<https://ooe.iu.edu/>) provides a variety of resources including data on online education at IU and a curated list of faculty research on online education.
      4. OOE seeks to help the university adapt to the changing way in which college students “consume education” by offering quality, outcomes based, and accessible online courses. Foley emphasized that IUPUI is competing with online offerings all over the U.S. There is still opportunity to move into this space, and Liberal Arts should find ways to do that.
   3. Q&A: Jason Kelly asked about resources available to develop online courses. Chris Foley addressed the complexities of funding and encouraged people who want to learn more to attend the workshop on Feb. 7.
7. Jeff Wilson, Associate Dean for Research, reported on initiatives being pursued by the Research Advisory Committee (RAC)
   1. SLA is reinstituting the summer research grants funding that we last had in 2016. The RAC will develop guidelines, application process, and review process. Watch for the CFP this spring. Grants will provide up to $5000 in summer salary support.
   2. RAC is promoting initiatives across campus for funding research and disseminating faculty research
      1. IU Presidential Arts & Humanities grant programs
      2. Collaboration to highlight “best practices” for publicizing faculty research
      3. Collaboration with IUPUI University Library about alternative metrics for reporting and assessing faculty research in P&T
      4. Offering a series of informational sessions (e.g., publishing your first book, responding to revise and resubmits, digital scholarship, etc.)
8. Jason Kelly, Director of the IUPUI Arts and Humanities Institute (IAHI), shared faculty research opportunities supported by OVPR and OVCR offices
   1. One purpose of IAHI is to support faculty research in the arts and humanities through grants. Grant programs include:
      1. IAHI Incubator Programs that support travel to conferences in support of research even if the recipient is not presenting and “event support grants” that support hosting events or bringing visiting speakers to campus. These proposals are evaluated on a rolling basis, with a 2-3 week turnaround.
      2. Research & Creative Activity grants ($3000-$12,000) that cover summer salary, travel, student workers, equipment, materials; $35,000 collaborative grant for research involving at least 2 different schools or units on campus
      3. IAHI Diversity Fellowship funding ($2000) to support participation in a COP that focuses on diversity, inclusion and equity.
      4. IAHI Summer Academy Fellowships, which provide $5000 stipends for participating in a full-time, 3-week program that supports promising research in the arts and humanities.
   2. Faculty are encouraged to apply for these grant programs. For more information, visit the IUPUI Arts & Humanities Institute website: https://iahi.sitehost.iu.edu/
9. New business
   1. Undergraduate Curriculum and Standards Committee Action Items
      1. Ray Haberski asked Ronda Henry Anthony to present the Pathway Minor in Diversity and Inclusion. Ronda explained the rationale behind the proposed minor, which is designed to create an intentional pathway and bring coherence to the many courses in SLA that address issues of diversity and inclusion. An important feature of the minor is mandatory faculty engagement in a COP.
      2. The floor was opened for discussion. Kim White-Mills stated that she is very much in favor of the proposal but wondered whether all faculty had been invited to contribute courses to the minor. Ronda explained that everyone had been invited to do so, but the turn-around was necessarily quick. Mechanisms are being developed for adding courses into the future. David Craig explained that the committee was asked to limit the number of courses in the minor to keep it manageable. Kim reinforced that she was not offering criticism, but feels that more courses need to be allowed in to make the minor more diversive and inclusive.
      3. The vote was called by David. The proposal was approved unanimously.
   2. Katy Head presented two action items from the Graduate Curriculum Committee. Both proposals are related to creating a 5-year BA/MA in Teaching Spanish, which is in keeping with SLA’s move towards offering more accelerated degrees.
      1. The Proposal to Reduce Credit Hours in MA in Teaching Spanish, which reduces the number of credits required in the MA from 36 to 30, passed unanimously.
      2. The Proposal for 5-Year B.A./M.A.T. in Spanish was presented for discussion. Thom Upton asked a question of clarification about credits in the senior year counting for both the graduate and undergraduate degrees. Katy explained that up to 12 credits could double-count. Thom asked whether the Graduate School has approved this. Katy said they have and the practice is in place in existing programs. The vote was called. The motion passed unanimously.
      3. Katy encouraged other programs to think about developing accelerated programs like this.
   3. Andre De Tienne, chair of SLA’s Promotion and Tenure Committee, presented the proposal of Promotion Criteria for the Lecturer Ranks (Senior Lecturer and Teaching Professor) for a first reading.
      1. Andre provided an overview of the proposal and how it was written.
      2. The floor was open for discussion.
         1. Ray Haberski asked about the process used by the sub-committee that wrote the proposal. Andre explained that Mike Polites, senior lecturer on the subcommittee, contacted senior lecturers in the school; the subcommittee paid considerable attention to the feedback they received from senior lecturers.
         2. Shana Stump asked a question about the criterion that calls for scholarship to be “publicly disseminated, prefereably retrievable.” Andre explained that this means the scholarship is preferably still available. Shana suggested that needs to be explained in the guidelines. Thom Upton explained that it’s a term used in IUPUI guidelines, and it means there should be some way for people to see and review the work. That could be ScholarWorks, but it could also be a PPT in IU Box.
         3. Thom asked people to provide feedback to him or Andre. The proposal will be revised and brought for a vote at the March Faculty Assembly meeting.
   4. The following action items were brought forward by the Bylaws Review Committee
      1. Kate Miller presented the Proposal on Membership Description of Graduate Curriculum Committee. This section was rewritten to align the bylaws with practice. There was no discussion; the motion passed unanimously.
      2. Herb Brant presented the Proposal on Evaluation Letters for Committee Service. He explained that this proposal asks committee chairs to write evaluation letters on request rather than requiring them.
         1. Kim White-Mills wondered whether relatively new faculty would feel comfortable asking for letters and expressed concern about placing the onus on junior faculty.
         2. Emily Beckman noted that as a junior faculty, she wouldn’t have known to ask for a letter and was pleasantly surprised when she received her first letter.
         3. Nancy Robertson suggested that an alternative would be to direct the chair of the committee to consult with untenured/lecturers about the need for the letter.
         4. Thom Upton proposed the following amendment: Thom proposed amendment – “The chair of each committee shall offer to write a letter for each member evaluating committee service for the prior academic year”
         5. Vijay Lulla asked a question about the time frame for writing the letters because faculty might not recognize the need for a letter right off. Scott Weeden suggested that chairs could be reminded to remind junior faculty that these letters can be useful.
         6. Steve Russell suggested that chairs be required to write letters for junior faculty.
         7. Ray Haberski asked for clarification on whether these were letters of evaluation or support.
         8. David Craig reminded the body that we needed to vote on the amendment on the floor. The vote was called, and the amendment failed.
         9. Jennifer Guiliano proposed amending the proposal by changing the word “evaluating” to “documenting.”
         10. Brian Steensland raised a question about whether the letters were ever read.
         11. Kim White-Mills asked whether individuals going up for promotion want letters to document or to evaluate their service on committees. If we’re not recognizing work then why write the letters?
         12. Jason Kelly moved to table the proposal. There was no discussion, and the motion to table passed.
      3. Herb Brant presented the Proposal on Membership of Committees by Program. He explained that the goal of this proposal is to make committees more diverse. The Bylaws state that 2 people from the same department can serve on the same committee. This proposal would require that they come from different programs within the department.
         1. Kenzie Mintus noted that this is unnecessarily restrictive. Sometimes it is difficult to fill positions. What happens if the only people interested in positions are from the same department? We should strive for this diversity, but to codify it in the bylaws is restrictive.
         2. Steve Russell observed that the proposal is unfair because departments with only one program are limited to one member while other programs are allowed to have two.
         3. Steve Fox noted that the Nominating Committee strives for diversity, but if no one else accepts we’re stuck. Leaving it flexible is better.
         4. Steve Russell moved to table this proposal. The motion passed unanimously.
      4. David Craig directed people with concerns to write the committee and provide feedback.
      5. The committee’s goal is to present the revised Bylaws document with all approved changes and some minor editorial changes for a first reading at the March Faculty Assembly meeting in March and for a vote in April.
      6. David thanked the Bylaws Committee for their hard work.
10. Announcements
    1. David Craig announced the upcoming elections for IFC and Faculty Assembly committees. He highlighted that these are wonderful opportunities to serve and encouraged everyone to help the Nominating Committee by filling out the survey about your interest in serving on elected committees. We will vote on IFC representatives at the March Faculty Assembly meeting. If you are interested in serving in this capacity, contact Steve Fox.
    2. Nominations for the Faculty Medal of Academic Distinction and Outstanding Faculty awards are coming up soon. David encouraged faculty to nominate their best students and colleagues who are deserving of recognition. Thom Upton said that the call for award nominations will go out soon.
    3. Nancy Robertson announced that an ad hoc committee has been formed to reevaluate the Grad Support Team (the staff that supports graduate programs) in light of the departure of one team member. The committee is distributing a survey next week. If you would like to have input on this matter, ask Candi or Nancy to put you on the survey mailing list.
11. The meeting was adjourned at 3:58.