**Minutes**

**Faculty Assembly, School of Liberal Arts**

**2:00–4:00 p.m. Friday, September 20, 2019, Room LE 102**

Faculty Attendees: Marta Anton, Jason Aukerman, Jonas Bjork, Maria Brann, Katherine Brinkmeyer, Marilee Brooks-Gillies, Andy Buchenot, Jennifer Bute, Ulla Connor, David Craig, Kevin Cramer, Tom Davis, Cornelis De Waal, Fred DiCamilla, Aaron Dusso, Owen Dwyer, Estela Ene, Steve Fox, Beth Goering, Philip Goff, Nancy Goldfarb, Claudia Grossmann, Jennifer Guiliano, Ray Haberski, Katharine Head, Ronda Henry Anthony, Kelin Hull, Sumana Jogi, Rodger Johnson, Samuel Kahn, Kristine Karnick, John Kaufman-McKivigan, Elizabeth Kryder-Reid, Keiko Kuriyama, Pamela Laucella, Sarah Layden, Vijay Lulla, Tim Lyons, Jennifer Mahoney, Enric Mallorqui-Ruscalleda, Tom Marvin, Amira Mashhour, Kenzie Mintus, Malcolm Moran, Wendy Morrison, Megan Musgrave, Elizabeth Nelsen, Nichole Neuman, Scott Pegg, Mike Polites, Josh Prada, Rob Rebein, Audrey Ricke, Nancy Robertson, Stephanie Rowe, Ron Sandwina, Kristy Sheeler, Lois Silverman, Glenn Snyder, Jennifer Springer, Brian Steensland, Dave Strong, Shana Stump, Vidhura Tennekoon, Rosa Tezanos-Pinto, Peter Thuesen, Joseph Tucker Edmonds, Thom Upton, Jing Wang, Scott Weeden, Rachel Wheeler, Cassandra Williams, Jeff Wilson, Mel Wininger, Haixia Zhao

Guest Attendees: Sandy Balint, Jon Greenhoe, Rick Hanson, Matthew Hume, Merle Illg, Sherry Minton, Maddy Richard, Chris Schumerth, Aniket Udare, James Yoder

1. David Craig called the meeting to order at 2:00.

1. Minutes from the April 26, 2019, Faculty Assembly meeting were approved as presented.
2. Kathy E. Johnson, Executive Vice Chancellor and Chief Academic Officer, provided an update on the SLA Dean’s search.
	1. The search for the next Dean of the School of Liberal Arts at IUPUI has been launched. A committee has been formed and has had its first meeting. The Executive Committee was asked to recommend names for the search committee, and all of the people recommended were invited to be on the search committee.
	2. EVC Johnson affirmed that this is the perfect time for this search. She affirmed the progress SLA has made in turning the budget around and gave “huge kudos” to the curriculum committee for getting the Dual Degree Advantage developed and approved so quickly.
	3. Storbeck/Pimentel and Associates has been retained to work with IUPUI on this search. IUPUI has worked with this company before. They are skilled at generating a diverse applicant pool and running searches, and they know IUPUI. They will use feedback from various stakeholders to write a draft of the job listing. That job listing should be circulated within SLA to ensure that it accurately represents our interests.
	4. EVC Johnson reminded us that as we meet with candidates, we should try to be in recruitment mode. She encouraged us to think about the elements of SLA that we hold most dear that we want to communicate to candidates.
	5. The goal is to appoint the new SLA Dean by July 1, 2020.
	6. Nancy Robertson asked whether the list provided to the Chancellor by the search committee has to be unranked as in past searches and raised concerns about that practice. Kathy Johnson said the search committee only puts forward the names of candidates who are acceptable, so unacceptable candiates would not be on the list. In addition, she noted that the Chancellor’s office has access to all raw data and can review the feedback on each candidate.
	7. Brian Steensland asked who is on the committee. Kathy Johnson provided the list and explained that the list is not made public until it’s finalized. The list will soon be posted on the Chancellor’s web site. David Craig read the names of the people on the search committee and circulated the list to the faculty. The search committee members are:
* Chair: Jay Gladden, University College
* IFC Rep: Sara Lowe, University Library
* Outside Administrator, Gina Sanchez Gibau, Academic Affairs
* SLA Faculty:
	+ Marta Anton, WLAC, Interim Associate Dean for Academic Programs
	+ Emily Beckman, Medical Humanities and Health Studies
	+ Charli Champion-Shaw, Native American and Indigenous Studies
	+ Kevin Cramer, History
	+ Erin Engels, Political Science and Paralegal Studies
	+ John Parrish-Sprowl, Communication Studies
	+ Jeremy Wilson, Anthropology
* SLA Undergraduate Student: Logan Bromm, President, SLA Student Council, double major in History and Political Science
* SLA Graduate Student: Zach Sheff, Doctoral candidate, Economics
* SLA Staff: Tricia O'Neill, Office of External Affairs
* SLA Alumni: Etta Ward, Office of Vice Chancellor for Research
* Community Member: Sarah Ancel, CEO, Student Ready Strategies
1. Peggy Stockdale, Chair, Dept. of Psychology, presented information on Project EPIC & IUPUI ADVANCE Grants
	1. Project EPIC (Evidence Informed Promotion of Inclusive Climate) is a campus-wide STEM-focused initiative funded by an NFS ADVANCE Grant. The goal of the initiative is to improve institutional climate and promote inclusive leadership practices to address our principal equity problem: the representation, retention, and advancement of women, particularly women of color, across tenure-track positions within STEM departments. Faculty in the social science departments within SLA are included in the project.
	2. The strategy of Project EPIC is two-pronged: 1) leadership development (offer quarterly workshops for school leaders at various levels, create a STEM leadership learning community, host mentoring-for-leadership lunches for aspiring female leaders) and 2) department transformation (working with STEM departments to create an “equity profile,” transform culture within departments to reduce inequities and improve climates). Individual departments will be encouraged to apply for grants to support departmental transformation activities (i.e., workshops on cognitive bias, leadership development, etc.).
	3. Project EPIC will run for 3 years. The department-level climate study will be conducted in Fall 2019; workshops, mentoring lunches, and development of equity profiles/accountability structures will begin in Spring 2020; department enhancement grants will be available by 2021.
2. President's remarks – David Craig
	1. Welcome to the first Faculty Assembly of the year. The full agenda for this meeting is a testimony to the dedicated and continuing work of the SLA Faculty Assembly Committees.
	2. Members of the Executive Committee for 2019-20 are: David Craig (President), Ray Haberski (Vice-President), Beth Goering (Secretary), Kenzie Mintus, Rosa Tezanos-Pinto, Jing Wang, and Xin Zhang. Please feel free to contact them.
	3. SLA Committee Lists for 2019-20 can be found at <https://liberalarts.iupui.edu/faculty-staff/faculty-assembly/committees/index.html>. Thanks to Kim White-Mills for introducing task-based committee annual reports, which facilitate continuity of committee activities.
	4. President’s Vision: School is a community (faculty and staff) advancing teaching, scholarship, community engagement and much more. FA is the place we come together to meet each other and work on common goals. Please encourage your colleagues to attend. Also, to help build community, we would like you to share your name when you get up to speak.
	5. To keep meetings efficient and fair, we will be following Roberts’ Rules. If you need a refresher on Roberts’ Rules, there are cheat sheets in the back. Feel free to use them during the meetings, but return them so they can be reused. The Roberts’ Rules Tidbit for this meeting: Only one primary question can be on the floor at a time; no other question can be considered until the primary question as been acted upon.
3. State of the School Address and Introduction of New Faculty and Staff – Interim Dean Rob Rebein
	1. Celebrating success
		1. Promotions
			1. To professor – Maria Brann (COMM) and Jason Kelly (HIST)
			2. To associate with tenure – Kenzie Mintus (SOC) and Wendy Vogt (ANTH)
			3. To clinical associate professor – Erin Engels (POLS) and Shana Stump (POLS)
			4. To senior lecturer – Audrey Ricke (ANTH), Tracy Kemp (ENG), Deborah Oesch-Minor (ENG), and Kathryn Lauten (WLAC)
		2. New roles in the school
			1. Appointed as Department Chair: David Hoegberg (ENG)
			2. Reappointed as Department Chair: Kristine Karnick (COMM) and Steve Russell (ECON)
			3. Appointed as Acting Director of Africana Studies: Leslie Étienne
		3. Faculty awards and honors
			1. Estela Ene – Chancellor’s Award for Excellence in Multicultural Teaching
			2. Ronda Henry Anthony – Chancellor’s Diversity Scholar Award
			3. Liz Kryder-Reid – Chancellor’s Professor
			4. Audry Ricke – Sarah Baker High Impact Award
			5. Marta Anton – Cruz de la Orden Civil de Alfonso X el Sabio from the Spanish government
			6. Elizabeth Nelson – Charles Bantz Community Award
			7. Trustees’ Teaching Awards: Megan Musgrave, Kevin Robbins, Karen Roesch, Audrey Ricke, Jennifer Price Mahoney
			8. Outstanding Faculty Awards: Kelly Hayes, Charli Champion-Shaw, Grant Vecera, Carrie Sickmann Han
		4. Staff awards
			1. Amy Jones Richardson – Alvin S. Bynum Mentor Award
			2. Connie Ely – Don Schultheis Outstanding Staff Award
		5. Student awards
			1. $331,000 awards to students
			2. Edward Vaughn – 2019 Chancellor’s Sholar
			3. William M. Plater Civic Engagement Medallion recipients: Liz Ale, Amber Kriech, Riley O’Shaughnessy
			4. Graduate and Professional Elite 50: Sarah Bahr, Grady Kepler, Amber Kriech, Nan Quiao, Jackie Swihart
			5. Grady Kepler – Charles R. Bantz Award for Excellence
			6. 13 SLA students named Top 100 Outstanding Students
	2. New Faculty and Staff
		1. Tenure-track faculty
			1. Nichole Neuman, Asst Prof of German, Dir of Max Kade German-American Center
			2. Lois Silverman, Prof of Museum Studies
			3. Hilary Kahn, IUPUI Associate Vice Chancellor for International Affairs, IU Associate Vice President for International Affairs, Assoc Prof of Anthropology
			4. Jerry Daday –Exec Associate Dean of Institute for Engaged Learning, Prof of Sociology
		2. Non-tenure track faculty
			1. Jason Aukerman, Clinical Asst Prof, Managing Director of the Center for Ray Bradbury Studies
			2. Katherine Brinkmeyer, Lecturer and Special Programs Coordinator, Program for Intensive English
			3. Keiko Kuriyama, Clinical Assoc Prof; Dir of Japanese Studies Program
			4. Brynn Royas – Lecturer, Program for Intensive English
		3. Visiting faculty
			1. Franziska Kruger, Future Faculty Teaching Fellow in German
			2. Joseph Davis, Visiting Lecturer, American Sign Language/English Interpreting
			3. Kelin Hulle, Visiting Lecturer, Asst Dir of University Writing Center
			4. Matthew Hume, Visiting Research Associate, ICIC
			5. Emelio Robles, Visiting Lecturer, Applied Theater
			6. Rodger Johnson, Visiting Lecturer, Journalism & Public Relations
			7. Haixia Zhao, Visiting Lecturer, Chinese
		4. Staff
			1. Sandy Balint – Supervisor/HR Specialist
			2. Lizeth Sosa Salas, Office Student Affairs
			3. Johnathan Greenhoe, Technical Services & Digital Media Production Supervisor
			4. Aniket Udare, Office of Development and External Affairs, Web Developer
	3. Annual Report (PPT slides are available – email Merle Illg if interested in receiving a copy)
		1. Grant proposals and awards
			1. External: In FY19, $6.85M requested from 72 proposals; $4.15M awarded from 63 proposals. $788.4K ICR awarded from 45 proposals. POLIS accounted for ¾ of external awards in FY19.
			2. Internal: In FY19, $619,789 requested from 29 proposals; $231,986 from 22 proposals awarded.
		2. Development and external affairs
			1. SLA has exceeded its original $20 million goal for the IU Bicentennial Campaign; we have currently reached 93% of our new goal of $29 million
			2. SLA raised $494,499.70 in current gifts and received $10,000 in estate commitments; total philanthropic assets as of Dec 2018 = $12,353,510
			3. New student scholarships: Thomas A. Upton Program for Intensive English scholarship, IUPUI Max Kade German Study Abroad Scholarship, IUPUI Internship Scholarship
			4. The Dual Degree Advantage marketing campaign is successfully getting the word out about the Dual Degree option.
			5. SLA has new signage to promote SLA and specific events. Departments or programs that have recurring events can talk with the Dean’s office about making signage to fit on the stand-up signs in CA.
		3. Financial data FY19 –
			1. SLA has cut expenses by $3M over the past 3 years.
			2. We have to continue to make incremental progress on decreasing expenses and work more on increasing credit hour income and ICRs.
			3. Faculty salaries continue to be the biggest SLA expenditure. Efficient use of faculty resources is one of the most important things we can do to get out of financial crisis.
		4. Enrollments Fall 2019
			1. The decline in enrollment has slowed. Point-in-cycle enrollment at census was only 1.6% lower than in the previous year. Within context of the entire university, SLA experienced a relatively lower decline than other schools. The Dean and the campus view this as a positive number.
			2. Headcount in SLA is up by 3.1%. This increase is one of the highest increases across all Schools at IUPUI.
			3. The freshmen class admitted in Fall 2019 is the most diverse freshman class ever.
		5. Key take-aways
			1. We’re making progress in curtailing expenses and in slowing decline in enrollment.
			2. We’re not out of the woods yet. SLA total debt to the campus is now over $3 million.
			3. We need to act boldly and positively to recruit and retain more students.
			4. We need to tell the story of who we are and what we do with confidence and verve.
	4. Leadership priorities for AY 2019-20
		1. Recruit and retain more SLA majors, minors, and dual degree students: Maximize impact of dual degree advantage; Create and execute a marketing plan for admitted students; Increase retention of all new majors by 5%; Expand career communities and high impact practices; Explore possibility of summer immersion program for high school students
		2. Put into action our commitment to diversity, equity and inclusion: Support the work of the newly formed standing committee; Research and implement best practices; Revamp our search and screen processes; Partner with EVC to recruit and retain diverse faculty
		3. Revitalize and refund SLA research mission: Partner with OVCR and SLA departments to fund seed grants and travel; Maximize internal funding opportunities (i.e., IAHI, New Frontiers, RSFG, Empower, etc.); Encourage and incentivize external grant applications; Host SLA research summit in Jan 2020
		4. Increase interdisciplinary collaboration within SLA and with other schools: Develop and launch interdisciplinary Pathway minors; Facilitate interdisciplinary teaching in SLA; Encourage more team-based research and grant collaborations; Develop and launch new BA in Theatre, Film and Media Studies
		5. Increate marketing and brand awareness of IU SLA: Partner with IU Communications to develop School’s brand as sub-brand of IU; Create and launch comprehensive brand communication strategy; Maximize awareness of dual degree advantage and pathway minors; Prepare for 50th anniversary of CA and SLA and renovate key spaces in CA
		6. Continue efforts to balance the budget: Increase credit hours; Increase ICR and philanthropic funds; Continue conservative approach to hiring; Find cost savings in space
	5. Questions
		1. Nancy Robertson asked about what accounts for the increase in the size of the freshman class. Part of the explanation may be that for the first time ever, everyone who was qualified for direct admit to SLA was admitted; only conditional admits are in UC.
		2. Nancy Robertson raised concerns about the impact that lower headcount in other schools (i.e., Education) will have on SLA enrollments. She suggested we target schools with the highest increases as we ramp up our efforts to promote SLA to other Schools. Rob Rebein agreed and suggested that every IUPUI student should have a significant SLA experience.
4. New business
	1. David Craig introduced a motion from the Executive Committee calling for the following amendment to the SLA Bylaws: “Strike ‘the Nominating Committee’ from the list of School committees that do not have an Executive Committee representative. See: III.3 Duties of At-Large Members.” There was no discussion. The vote was called, and the motion passed unanimously.
	2. David Craig introduced a motion from the Executive Committee asking to “grant Julie Patterson, Associate Faculty (ENG), voting membership in the faculty for academic year 2019-2020” so that she can serve as the Associate Faculty representative on SLA’s Faculty Affairs Committee. There was no discussion. The vote was called, and the motion passed unanimously.
	3. Action items from Undergraduate Curriculum and Standards Committee (UCSC)
		1. Ray Haberski, Chair of UCSC, presented the Online BA in Sustainability Studies proposal, which was approved last year by UCSC and is now being brought to the Faculty Assembly. Owen Dwyer answered questions about the proposal.
			1. Thom Upton asked if the proposal had any perceived negataive impacts to the school. Owen said no.
			2. David Craig asked if there was a mechanism for adding courses to the degree. Owen said there is, and people who want to propose adding courses should contact Owen.
			3. Nancy Robertson asked a question about whether banded tuition covers costs of online courses offered by other IU institutions. David Craig suggested that we refer that question to the Online Teaching Committee, since it is a question about online teaching in general and not about this specific proposal
			4. Andy Buchenot asked how courses are distributed in collaboratively designed programs like this. Owen explained that the foundational course in this program was developed by IUSB, but IUPUI offers many of the courses in the program already and stands to gain in enrollment.
			5. We were reminded that the registration system does not prioritize the campus of origin when a student is looking for courses offered on multiple campuses. This is an issue we need to think about. A question was raised about where the money for course development mentioned in proposal will come from. Owen explained that the money will come from IU Online and UITS. Concerns were raised about the time lag in developing new online courses.
			6. David Craig called for a vote; the motion passed unanimously.
		2. Ray Haberski introduced the Minor in East Asian Studies Proposal. There were no questions about the proposal. The question was called and the motion passed unanimously.
		3. Ray Haberski introduced the Unified Associates Degree in Liberal Studies Proposal. Marta Anton explained that this proposal allows students who stop-out or drop-out of their intended baccalaureate studies to earn an Associates degree. There were no questions about the proposal. The vote was called and unanimously passed.
	4. Discussion of Pathway Minors in SLA and Draft Outline of Pathway Minor in Diversity and Inclusion – Marta Anton and Ronda Henry Anthony
		1. Marta Anton explained that the goal of the Pathway Minors is to provide students with a coherent pathway into liberal arts that is rooted in general education courses.
		2. The proposed structure of the Pathway Minors is:
			1. ENG-W131 and COMM-R110 are the foundational courses in the minors. Pathway Minor versions of these courses are currently being piloted.
			2. Two courses focusing on the minor’s theme – one course from the Gen Ed core and one other course selected from a list of approved courses
			3. The final course in the minor would be a high impact practice that would allow the student to apply what they’ve learned.
		3. The minors are also intended to promote transition into additional study in SLA, maybe into a second major
		4. The first Pathway Minor that is being developed is on the theme of Diversity and Inclusion. Interested faculty are invited to volunteer to work on developing minors related to other themes. The goal is to finish the Diversity and Inclusion Pathway Minor so that it can be presented to Faculty Assembly in November. Other faculty clusters will work on other themes, such as Health & Society or Ethics, Science & Society, with the goal of having them ready to present to Faculty Assembly by Feburary 2020. Watch for an email that will be distributed to recruit volunteers.
		5. Ronda Henry Anthony presented the draft of the Pathway Minor on Diversity and Inclusion.
		6. Questions
			1. Kevin Cramer asked whether there are enough courses in the Gen Ed core to populate the 200-level tier of the minors. Marta & Ronda agreed that many relevant SLA courses are in the Gen Ed course and in many cases we probably have too many to include.
			2. Jen Guiliano asked about courses that aren’t on the list. Marta & Ronda explained that the faculty clusters planning the minors will decide how to determine which courses to include. If you think you have a course that fits a particular theme, you need to let the faculty clusters know. David Craig asked for advice about how best to get the word out to faculty (i.e., email to all faculty or filter the request through Chairs). Jen suggested that an email to faculty would be best.
			3. Ronda emphasized that faculty members should keep in mind that having your course included is also a commitment to participate in these Pathway Minor communities and to do the work that needs to be done to deal with the challenges addressed by the theme.
			4. Mel Wininger asked if we had considered listing courses in the minors by section instead of by course.
			5. Mel Wininger asked whether themes or the minors will be voted on by Faculty Assembly. Marta explained that each minor will need to be approved separately.
			6. Kenzie Mintus asked a question about how the minor will be named on the transcript (i.e., Pathways Minor: Diversity and Inclusion). She expressed concern about the fact that some proposed themes overlap with existing minors. It would be useful to lable the Pathway Minors to clarify the “introductory” nature of the minor and differentiate them from other more in-depth minors that exist in SLA on similar themes, such as health. Marta indicated that she assumes “Pathway” will be in the name and agreed that with the theme of health we will need to be very careful.
			7. Faculty are reminded to volunteer if they want to be part of a cluster working on one of the Pathway Minors.
5. Announcements
	1. CTL Liaisons for SLA, Audrey Ricke & Andy Buchenot, introduced themselves. If there are trainings or workshops that faculty would find helpful, they should contact Audrey or Andy.
	2. David Craig announced that SLA is looking for one more volunteer for the Regatta from 12:00-2:00 p.m. on Saturday, 9/22
6. The meeting adjourned at 3:58

Submitted by Elizabeth Goering, SLA Secretary