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IUPUI

IU School of Liberal Arts

Liberal Arts @Work

*News from the Dean's Office
February 12, 2019*

2019 CAMPUS CAMPAIGN

On Wednesday, February 13, our faculty and staff giving campaign will kick off with a special event in CA 508. I hope you will join me at this event and in supporting our school.



With every newsletter from now until the end of

the campus campaign in mid-April, we will be featuring our colleagues talking about why they choose to give to our School of Liberal Arts. We hope you'll find their stories inspiring, showcasing the many reasons your colleagues choose to give - I'll go first.

I give because I believe that the future of the IU School of Liberal Arts is a bright one. Let's build the momentum by participating in the 2019 campus campaign.

HEADLINES

How to Report Academic Misconduct

Academic misconduct is on the rise on college campuses nationwide. Students are increasingly relying on the internet and other online sources without appropriate knowledge of how to cite sources correctly. There are also moments when students intentionally plagiarize because they are busy and overwhelmed.

As instructors, we care about our students and we should take preventative steps to discourage academic misconduct before it happens.

- Make sure your students fully understand what academic misconduct means. Give them examples of what not to do and guide them on the importance of maintaining academic integrity.

- It is imperative to include the University's policies on academic misconduct in your syllabi. Students should have working knowledge of not only how to avoid plagiarism and cheating but also be aware of what happens should cheating take place.

Procedure for reporting academic misconduct

It is the University's expectation that all cases of academic misconduct and sanctions are reported. To help you, the following documents are now on the For Faculty and Staff webpage at Academic Misconduct.

Academic Misconduct Reporting Guidelines for School of Liberal Arts

Academic Misconduct Flowchart

Academic Misconduct Reporting Form for IUPUI

If you have any questions or need clarity on the procedure, please reach out to the leaders (chairs/program directors) of your academic units or the Interim Associate Dean of Academic Affairs.

Spring 2019 second eight weeks classes begin March 5

Second eight weeks classes are becoming popular in higher education because they allow students who drop classes earlier in the semester, namely math, to have the opportunity to take another course to stay on track. With banded tuition, there's no (or low) cost to the student, creating an opportunity for the School of Liberal Arts to gain credit hours.

Spring 2019 second eight weeks classes are beginning March 5, so instructors can encourage students who meet the criteria to maximize their banded tuition by adding a second eight weeks course.

What students need to know:

If a student is enrolled in 12+ credits right now and wants to add a second eight weeks course, there's no additional charge in tuition. The student is already paying for the banded tuition rate of 12-18 credits. As long as the course doesn't put the student over 18 credits, the student will not see a change in their tuition and fees. Students wanting to add a course at this point of the semester, needs to submit a late add request online. *A late schedule change fee may still apply.*

Learn more about the benefits of banded tuition at [Affordability @IU](#).

New safety measures for Cavanaugh Hall

In an effort to strengthen security in and around Cavanaugh, all building entrances are being modified so they can be locked and unlocked remotely. Locks on all interior classroom doors are also being modified to allow the occupants to easily lock the door from the inside in the event of an emergency.

In addition, Cavanaugh Hall will soon have Crimson Card access added at the exterior doors. Other than students, faculty, staff, and authorized persons, no other persons will be permitted to roam freely about the building. More information will be coming soon.

Easy-to-use Online Marketing Toolkit

Looking for a School of Liberal Arts or department/program logo, or maybe the official School Powerpoint template? Need a quick flyer or guidance on promoting your event/lecture? Check out the online School of Liberal Arts Marketing Toolkit

to fulfill those needs.

It is an easy do-it-yourself resource for faculty and staff who communicate internally and externally on behalf of the School – so, yes, everyone can use it! It shows the basic use of the institutional identity elements and provides templates, examples, and resources on how to create communication pieces that will further strengthen the School of Liberal Arts image.

Request Event Promotion

Download SLA PowerPoint Template

Download SLA Marketing Lockup

Download Department/Program Lockups

Download SLA Electronic Letterhead

Download SLA Document Template

Download Department Document Templates

Download Offices Document Templates

Request Digital Signage

Request Social Media Promotion

Download Flyer templates – 6 versions!

Other resources:

Request a Photographer

Branding Guidelines

Consultation

ODEA is happy to create, assist with, or review any school, department or program events or marketing opportunities involving branding. This includes print or digital publications, digital email marketing, new or existing web pages, signage, or promotional items.

The communications process is designed to make sure that, together, we effectively communicate a unified School of Liberal Arts brand. Contact Marketing and Communications in the Office of Development and External Affairs.

Upcoming Events

Wed., February 13, 2019

2019 Campus Giving Campaign Kickoff

Join your colleagues and celebrate the launch of this year's faculty and staff campus giving campaign. Grab some coffee, or a muffin, or granola in the 5th floor Faculty and Staff Lounge and make sure you catch Chancellor Paydar's special guest appearance at 9:30 a.m.

See you there!

Wed., February 20, 2019

2019 Joseph T. Taylor Symposium

Former U.S. Surgeon General, Dr. Joycelyn Elders, will deliver the keynote this year, addressing the conference theme that draws awareness to the importance of effective communication in addressing health disparities and working to

achieve health equity among all people.

The conference will begin with a plenary address by Antoniette Holt, director of the Office of Minority Health for the Indiana State Department of Health. The annual Joseph T. Taylor Diversity Awards will also be presented.

Conference-only registration is free and open to the public. Registration ended last week, but if you would like to attend and haven't registered, you may register online now. All registrants are invited to the luncheon for which there is a charge. This year's symposium is hosted by Communication Studies.

8:00 a.m. - 2:00 p.m.

Campus Center - various locations

FULFILLING *the* PROMISE

IU School of Liberal Arts at IUPUI
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