

Liberal Arts Council

Zoom Meeting

29 July 2020

Presiding: Dean Mary Brennan

Present: Council members: Audwin Anderson, Manda Anderson, Susan Day (recording), Beth Erhart, Craig Hanks, Lucy Harney, Bill Kelemen, John Mckiernan-Gonzalez, Angela Murphy, Aimee Roundtree, Chad Smith, Vicki Smith

Guests: Sherri Mora (for Grasso; Jason Julian (for Lu), Nancy Ceballos, Gloria Martinez

Absent: Ken Grasso, Paul Hart, Yongmei Lu

The meeting began at 2:04 p.m. and was conducted using ZOOM. All participants were present through their computer screens. The minutes of 7.8.20 minutes were approved without dissension on a motion by Dr. Kelemen and a second by Dr. C. Smith.

The College has a number of classes that will be converted to on-line classes, but the conversion is slowed by the limited number of staff members in the Registrar's office. Dean Brennan also asked chairs to encourage their faculty members to make a decision about their classes by Friday, July 31, 2020. Dean Brennan noted that some students and their parents do want face-to-face classes, and if faculty prefer to be face-to-face, they should do so. Provost Bourgeois' 7.29.20 email emphasizes the importance of making course modality decisions in a timely manner. Chairs report many ADA decisions about faculty requests for accommodations have not been received. Dean Brennan will ask where Faculty Records is in making accommodation decisions. Dean Brennan indicated that being consistent in the application of the policy is most important. Since there are no easy situations and no universal solutions, we must all do the "best" we can.

Dean Brennan met with Dr. Thorne. All faculty, even those teaching face-to-face, must be certified to teach on-line (distance) in case something (illness, quarantine) happens that prevents them from teaching face-to-face for a period of time. In addition, all departments must have contingency plans for what happens if a faculty member(s) cannot finish the semester; stipends will be available for substitute faculty.

The A/B Split of classes allows one-half of students to attend, in person, one-half of the time, each week. Students must see the faculty member face-to-face at least once in the first two weeks.

The College of Liberal Arts tenure and promotion process may be moved to the Faculty Qualifications site for the fall. Michael Baker, User Services Consultant II, has assured the Faculty Qualifications oversight team that this process will work, and that previous problems noted by other colleges with outside reviewers have been overcome.

Chairs report that faculty members are interpreting Dr. Bourgeois' 7.29.20 memo to mean anyone can teach on-line, and that they are encouraged by the memo to do so.

Dean Brennan displayed presents for our departing LAC members, Dr. Audwin Anderson and Dr. Angela Murphy. The presents will be delivered to them.

Around the Screen:

Dr. Harney asked whether College Achievement Awards will be distributed at the College Convocation. Dean Brennan answered in the affirmative. Dr. Harney asked for a volunteer to be secretary for the Council of Chairs.

Dr. Kelemen announced that Cheryl Archer, wife of Dr. Rick Archer, died this week.

Manda Anderson indicated a demand for on-line classes from students. The Advising Center is referring students to professors to learn about their hybrid approaches.

Jeff Helgeson thanked Audwin and Angela for their assistance.

Dr. Anderson thanked everyone for their support, in general, and for their curriculum development efforts, more specifically. Dean Brennan thanked him for his contributions.

Dr. Murphy thanked the Council for their work and collegiality.

Dean Brennan reminded chairs to submit their TSP surveys to Lucy.

Dr. Roundtree encouraged everyone to take the training for teaching courses on-line. She is holding a writing workshop this Friday at 1 pm focusing on converting conference papers to articles, offering support to tenure-track and regular graduate faculty in meeting their publication requirements. In addition, she is making a video on diversity and inclusion for Diversity, Equity and Inclusion. Departments and programs who want to make their own video can. Any program, center, or department who wants to be in the College video should contact Dr. Roundtree as soon as possible. She must have film interviews and images/photos of events and event posters by August 14. Dr. Roundtree is on the committee creating chair training. I have and will refer names of our chairs as potential participants on panel discussions during the training, to take place in October and November.

The meeting ended at 3:29.