

College of Arts and Sciences  
Meeting of Faculty Assembly  
SK 102  
September 8, 2017  
2:00-3:15 PM

**ATTENDANCE:**

ANTHROPOLOGY:	A. Browne Ribeiro, J. Haws, S. Parkhurst, A. Storey, C. Tillquist, A. Zhao
BIOLOGY:	C. Corbitt, R. Fell, L. Fuselier
CHEMISTRY:	C. Grapperhaus
CLASSICAL & MODERN LANG.:	T. Dumstorf, J. Gabbard, J. Greene, M. Groenewold, A. Leidner, M. Makris, F. Nuessel, R. Roebuck
COMMUNICATION:	M. Cunningham, M. D'Silva, J. Ferré, J. Hart
COMPARATIVE HUMANITIES:	P. Beattie, S. Bertacco, A. Hall, N. Polzer, E. Wise
CRIMINAL JUSTICE:	B. Fisher, D. Keeling, G. Vito
ENGLISH:	S. Biberman, D. Billingsley, K. Chandler, J. Dietrich, K. Hadley, C. Petrosino, G. Ridley, S. Ryan, A. Willey
FINE ARTS:	T. Calvert, M. Eckert, R. Singel
GEOGRAPHY/GEOSCIENCES:	C. Day, A. Gaughan, C. Hanchette, D. Howarth, W. Song, F. Stevens
HISTORY:	B. Beattie, T. Keeley, K. Massoth, J. McLeod
MATHEMATICS:	B. Bradley, G. Gie, R. Gill, T. Riedel, D. Smith-Tone, D. Swanson, J. Wildstrom
PAN-AFRICAN STUDIES:	T. Rajack-Talley
PHILOSOPHY:	A. Kolers, D. Owen
PHYSICS:	T. Dowling, B. Freelon
POLITICAL SCIENCE:	S. Brooks, D. Buckley, A. Caldwell, D. Clayton, A. Enders, J. Farrier, T. Gray, S. Hua, S. Matarese, L. Moyer, R. Payne, S. Wallace
PSYCHOLOGY:	S. Meeks, E. Ross, J. Woodruff-Borden
SOCIOLOGY:	J. Beggan, K. Christopher, P. Gagné, D. Potter, R. Schroeder
THEATRE ARTS:	N. Burton, J. Segal, R. Vandenbroucke
URBAN AND PUBLIC AFF.	D. Simpson
WOMEN'S & GENDER ST:	S. Jarosi, D. Pecknold, N. Theriot

Dr. Karen Christopher, Chair, called the Faculty Assembly to order at 2:02 PM.

Dr. Christopher made the following announcements:

- The next meeting of the Faculty Assembly will be the annual State of the College address. It will be held on September 29 2017, at 3:00 PM in HM 100.
- The Committee on Committees is seeking nominees to fill the following committee vacancies: a Humanities faculty member to serve as a Fall 2017 sabbatical replacement on the Personnel Committee; a Natural Sciences faculty member to serve on the Academic Discipline and Student Grievance Committee (this person may not be from the Department of Mathematics); a Natural Sciences faculty member to serve as a Senator in the Faculty Senate; and an at-large faculty member to serve on the University Faculty Grievance Committee. Interested persons should contact Dr. Dwain Pruitt by September 13<sup>th</sup>.

Dr. Christopher recognized Dr. Gale Rhodes, Associate University Provost and Executive Director of the Delphi Center, to discuss development and training opportunities for faculty interested in teaching in the Belknap Academic Classroom Building (BACB) when it opens in Fall 2017. Dr. Rhodes reviewed the BACB's focus on active learning, defined broadly as learning that requires students to do more than listen and/or watch and take notes. Classrooms in the BACB will be assigned to 100-, 200-, and 300-level general education courses. The technology in these classrooms will generally mirror that in the TILL. A website is being created which will provide more specific information about the classroom, but faculty were also informed that they could contact Jim Begany, Vice Provost for Enrollment Management and Student Success, to obtain information on room capabilities. Dr. Rhodes then outlined the types of training and/or support available to faculty interested in redesigning courses to enhance active learning components:

- Teaching in the TILL
- Faculty Learning Communities
- Two-day Active Learning and Teaching Institute to be held during Fall Break
- Active Learning Workshop Series (90-minute sessions)
- Part-time Faculty Institute (8 two-hour sessions)
- 2018 Celebration of Teaching and Learning to be held on February 9, 2018
- Course Redesign Institute for Active Learning (May 2018)

Delphi personnel are also available to do one-on-one and departmental trainings. Persons interested in arranging these types of trainings should contact Dr. Jennifer Anderson at (502) 852-8503 or at [j0ande07@exchange.louisville.edu](mailto:j0ande07@exchange.louisville.edu).

Faculty were encouraged to send any thoughts, concerns, and questions about the BACB to Dean so that they might be shared with the BACB's leadership team, on which she serves.

Dr. Christopher next recognized Dr. Tim Dowling to present a motion from the Personnel Committee to revise Section 2.1.B.6 of the College's personnel policy concerning the evaluation of chairpersons. Dr. Dowling briefly reviewed the history of this area of concern, which was formally presented to the Assembly at its August 28, 2015, meeting. The core of the chairs' objection to the language was that it appeared to give the dean input in the departmental evaluation of the chairperson and then again when s/he formally reviewed the chair. At that time, the Faculty

Assembly approved proposed language that the provost subsequently suggested was in violation of *The Redbook*. Taking the provost's comments into account, the A&S Personnel Committee proposed a revision modeled after the language in *The Redbook* (section 3.3.5.D):

6. The performance of all chairs and directors shall be reviewed annually by the dean following faculty input, e.g. by the departmental personnel committee, and appropriate senior administrators, as consistent with the requirements of Redbook 3.3.5.D.

Points of concern were raised about the language and Dr. Dowling accepted a friendly amendment changing "following faculty input" to read "informed by faculty input."

6. The performance of all chairs and directors shall be reviewed annually by the dean **informed by** faculty input, e.g. by the departmental personnel committee, and appropriate senior administrators, as consistent with the requirements of Redbook 3.3.5.D.

The faculty approved the amended language with 86 yes votes, 0 no votes, and 5 abstentions.

The Faculty Assembly next considered a proposal from Office of Institutional Effectiveness and the Office of Community Engagement to add two additional questions to course evaluations for designated CBL courses. These additional questions are proposed to be added to allow for the University "to measure progress in meeting UofL's mission of 'providing engaged service and outreach,' and the 21<sup>st</sup> Century Initiative goal of increasing community engagement experiences" and to "help us demonstrate to our accrediting body and to Carnegie...that we are assessing the impact of curricular engagement at the student level." The faculty raised concerns about some of the language used, but the University received this language from Carnegie and is not at liberty to revise it. After a brief discussion, the faculty approved the inclusion of the new questions with 83 yes votes, 0 no votes, and 8 abstentions.

Dr. Christopher next recognized Drs. Jasmine Farrier and Rodger Payne to discuss the Department of Political Science's recommended five-year suspension of the A.A. degree in Paralegal Studies (PARA). The primary motivation to suspend the program at this time is that it has lost its director. When a replacement was not secured before the hiring freeze was enacted, the position was swept up. ABA accreditation requires that a qualified, full-time person be in charge of the program and POLS is not able to staff that position. The five-year suspension of the program means that it can be revived at any time. If the program is not reinstated within five years, it will be closed automatically. The faculty vote to suspend PARA with 70 yes votes and 17 no votes.

Dr. Christopher next recognized Dr. David Owen, who gave an update on recent discussions in the Faculty Senate. Dr. Owen had previously sent notes from the September 6<sup>th</sup> meeting of the Faculty Senate and took questions from the floor. Responding to a question, Dr. Owen promised to find out what cost-cutting suggestions had been sent to the Office of the President and to see which, if any, had been implemented and what plans were being discussed.

The meeting was adjourned at 3:16 PM.

## AGENDA FOR A&S FACULTY ASSEMBLY

September 8, 2017

Strickler 102, 2-3:15

- I Announcements
- II Dr. Gale Rhodes, Associate Provost and Executive Director of the Delphi Center
- III Motion from A&S Personnel committee on Dean's review of department chairs:  
"The performance of all chairs and directors shall be reviewed annually by the dean following faculty input, e.g. by the departmental personnel committee, and appropriate senior administrators, as consistent with the requirements of Redbook 3.3.4.D."
- IV Motion on adding the following additional two questions to course evaluations, for CBL (community based learning) courses only:
  - (1) To what extent did your experience with the community partner (non-profit institution, government agency, school, business, etc.) improve your understanding of course content?  
  
LIKERT SCALE: (1) no improvement, (2) minimal improvement, (3) neutral, (4) moderate improvement , (5) major improvement, (6) not applicable
  - (2) Please describe how your experience with a community partner in this course impacted you as a student. (OPEN ENDED)
- V The Curriculum and Planning & Budget committees have approved suspending the Associate's degree in Paralegal Studies housed in Political Science. We will vote on that motion.

## **A&S Personnel Policy on Review of Department Chairs**

### **A&S Personnel Policy and Procedures**

#### **Section 2.1 - Annual Reviews**

##### **B. Procedures**

6. Faculty who have administrative appointments shall be reviewed for their administrative services as well as for their other faculty responsibilities. Such reviews will be initiated by the department and will involve consultation with appropriate faculty and administrators. Each department shall develop specific policies for the evaluation of Chairs. These must include gathering specific assessments of the Chair's performance from individuals such as the Dean. The department Chair, together with the department personnel committee, will be responsible for identifying such individuals. The form of such reviews shall be established within the Dean's Guidelines. These evaluations must be incorporated into the annual review of that individual.

A point of concern was that under the current policy, the dean may affect the process at more than one level. At the August 28, 2015 Assembly, the A&S Faculty voted 115-18 in favor of the following revision put forward by the chairs:

6. Faculty who have administrative appointments shall be reviewed for their administrative services as well as for their other faculty responsibilities. Each department shall include a process for the evaluation of its chair in its personnel policies.

Subsequently, Provost Billingsley pointed out that this revision violates the Redbook. The matter was returned to the A&S Personnel Committee (PC). The PC referred to *Redbook 3.3.5 D.1*:

#### **Redbook**

##### **Sec. 3.3.5 The Divisional or Departmental Officers**

###### **D. Evaluation and Review**

1. The performance of all chairs and directors shall be reviewed annually by the dean with input from appropriate senior administrators and faculty. A written summary shall be prepared for each evaluation indicating compliance with policies and objectives.

The PC agreed with the Provost, and then drafted a revision that: i) complies with Redbook 3.3.5.D.1's requirement that the dean be primarily responsible for reviewing the chairs, and ii) makes explicit that the dean enters the review process at only one level:

6. The performance of all chairs and directors shall be reviewed annually by the dean following faculty input, e.g. by the departmental personnel committee, and

appropriate senior administrators, as consistent with the requirements of Redbook 3.3.5.D.

**A&S Personnel Policy on Review of Department Chairs as Approved**

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