

## **THE FACULTY OF DEPAUW UNIVERSITY**

### **MINUTES OF THE MEETING OF SEPTEMBER 10, 2001**

#### **CALL TO ORDER**

Chair of the Faculty, Prof. Howard Brooks, called the regular meeting of the DePauw University faculty to order at 4:03 pm in the Union Building Ballroom with a final attendance of about 110 faculty present. Prof. Brooks thanked Martha Rainbolt for volunteering to serve as Assistant to the Chair, and take minutes of the faculty meetings in the fall semester. He asked for volunteers to serve in the same position in the spring when Prof. Rainbolt will be the Chair.

#### **APPROVAL OF MINUTES**

The minutes were approved with minor corrections as follows: (1) in the European Studies section of the CAPP business, under ARequirements,@ in footnote #1, the description should read Aminor@ not Amajor.@ (2) in the same section under AAdministrative Structure,@ the second full sentence should begin AThe DIRECTOR [not advisor] will monitor and approve...@

#### **REPORTS FROM COORDINATING COMMITTEES**

##### **COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)**

Librarian Bruce Sanders, for CAPP, moved to remove the following motion from the table.

"CAPP moves that the faculty approve a new major in Black Studies with the requirements outlined below.

Requirements for Black Studies Major

The major in Black Studies will consist of 10 courses, which will include:

four (4) core courses: Introduction to Black Studies, History of the Black Experience, Readings Literature of the Black Diaspora, and the capstone Senior Project

six (6) electives with at least one course from each of the following three fields of study: African American, Afro-Latin, and African

of the 10 courses students must take for the major, at least four (4) of the courses should be at the 300-400 level [the senior project will count as one of these upper-level courses.]"

The motion to remove from the table was approved. After some discussion about the administrative structure of the program, the demand for the major, and questions about changes from the previous Black Studies program, the motion was approved.

Librarian Sanders, for CAPP, moved that the following motion be removed from the table:

AThe Academic Handbook will be amended in Article VIII. Section C. International Education and Off-Campus Programs Committee, as follows:

Proposed deletions are enclosed in [ ] and proposed additions are in CAPITALS. 2. Voting Members: The President of the University, the Vice President for Academic Affairs (or his or her appointed representative); the Director of [Off Campus Studies] INTERNATIONAL EDUCATION AND OFF-CAMPUS PROGRAMS; the Registrar (when he or she has a vote at faculty meetings); eight elected faculty members (one elected from each division and four elected at-large); of which no more than two may be from one division and no more than [one] TWO from each department; and three students, including one international student and another who has studied abroad. Ex-officio member (without vote: the Registrar (when he or she does not have a vote at faculty meeting), the [Director] VICE PRESIDENT OF ADMISSION AND FINANCIAL AID, AND THE INTERNATIONAL STUDENT ADVISOR [and the liaison faculty persons for the Great Lakes Colleges Association programs]."

The motion to remove from the table was approved. After a brief discussion, the motion was approved.

### **COMMITTEE ON FACULTY (COF)**

Prof. Vic DeCarlo, for COF, announced that the committee was presently conducting chair reviews; he also announced that the deadline for nominations for promotion is September 17.

Prof. DeCarlo, for COF, moved that the following motion be tabled to change the Academic Handbook as follows:

AThat the By-Laws of the Faculty be amended as follows: Section VII Coordinating Committees, B. Committee on Faculty, 1. Function

## NEW WORDING

1. Function. The committee shall represent the faculty by (a) recommending policy and procedures for personnel decisions to the faculty; (b) communicating procedures for personnel decisions to faculty members; (c) ensuring that candidates interviewing for initial appointment are informed of the procedures and criteria by which they will be evaluated; (d) considering evidence and testimony and consulting with and making recommendations to the President of the University in the following areas: appointment of new faculty members when requested by the Vice President for Academic Affairs; retention, advancement to tenure, promotion and dismissal of faculty members; and appointment, reappointment, and evaluation of school deans and department chairs; (e) considering the legal propriety and risks of all faculty personnel procedures, including those at the school and department level; and informing all faculty participants in personnel procedures of possible legal concerns. The committee should be informed by a lawyer knowledgeable in the application of law to institutions of higher education.

## OLD WORDING

1. Function. The committee shall represent the faculty by (a) recommending policy and procedures for personnel decisions to the faculty; (b) communicating procedures for personnel decisions to faculty members; (c) interviewing candidates for initial appointment, informing them of procedures and criteria by which they will be evaluated, and responding to the school=s or department=s recommendation to hire; (d) considering evidence and testimony and consulting with and making recommendations to the President of the University in the following areas: appointment of new faculty members; retention, advancement to tenure, promotion and dismissal of faculty members; and appointment, reappointment, and evaluation of school deans and department chairs; (e) considering the legal propriety and risks of all faculty personnel procedures, including those at the school and department level; and informing all faculty participants in personnel procedures of possible legal concerns. The committee should be informed by a lawyer knowledgeable in the application of law to institutions of higher education.

The motion to table was approved.

Prof. DeCarlo, for COF, then moved to table the following motion:

AThat the By-Laws of the Faculty be revised as follows:

Section VII.B.6 Secretary of the Committee:

## NEW WORDING

b. The secretary shall attend the sessions and keep the minutes of the organization.

## OLD WORDING

b. The secretary shall attend and keep the minutes of the organization and hearings sessions of the committee but shall not be present for the deliberations sessions. (During deliberation and decision sessions the committee shall appoint one of its members to record its actions and the accompanying reasons.)

The motion to table was approved.

## **COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)**

Prof. Mac Dixon-Fyle, for MAO, moved to remove the following motion from the table:

"To Revise the Faculty By-Laws to Change the Name of the Scholastic Standing Committee and the Membership and Procedures Used for the Scholastic Standing and the Petitions Committees. The proposal is to make the following changes:

CAPITALS ARE ADDITIONS; [contains deleted material]

By-Laws for the Scholastic Standing Committee to read:

F. [Scholastic Standing] ACADEMIC STANDING

2. Membership: A REPRESENTATIVE APPOINTED BY the Vice President for Academic Affairs, THE DEAN OF ACADEMIC SUPPORT SERVICES, the Dean of Students, the Dean of the School of Music (FOR MUSIC STUDENTS ONLY), the registrar, and four elected faculty members, one from each division. [All ex-officio members would be deleted: associate deans of students, Director of Financial Aid, Director of the Office of Institutional Research, and the University Physician.]

D. Petitions:

2. Membership. The Vice President for Academic Affairs (or his or her appointed representative), the Dean of Students, the Registrar, THE DEAN OF ACADEMIC SUPPORT SERVICES, and the four elected faculty members of the Committee on [Scholastic Standing] ACADEMIC STANDING .

The change of name also affects text under the Committee on Management of Academic Operations: 1. Last paragraph: This committee shall coordinate the activities of the executive committees on Petitions and [Scholastic] ACADEMIC Standing."

The motion to remove from the table was approved. After a brief discussion about the scope and membership of the committee, the motion was approved.

Prof. Dixon-Fyle, for MAO, moved to remove the following motion from the table:

"To approve the following courses for fulfillment of Group Distribution Requirements:

CLST 161 - Group 2; CLST 262, 263 and 264 - Group 3; HIST 221 - France from Charlemagne to Napoleon - Group 4; HPP 254 - Group 1"

The motion to remove from the table was approved. There was discussion about the history of courses being included and excluded from the list of distribution courses; some members of the faculty urged CAAP to consider again our general education requirements. There were four separate motions to approve these courses: (1) CLST 161, (2) CLST 262, 263 and 264, (3) Hist 221, and (4) HPP 254. All four motions were approved.

Finally, Prof. Dixon-Fyle announced that September 19 was the deadline for the submission of courses to MAO for approval for inclusion in the Spring listing of courses.

### **STUDENT LIFE AND ACADEMIC ATMOSPHERE COMMITTEE (SLAAC)**

Prof. Bob Hershberger, for SLAAC, made several announcements:

BProf. Sue Balter-Reitz will chair SLAAC in the spring semester.

--There will be an open meeting for students focusing on their roles and responsibilities when they serve on faculty committees on Thursday, September 14, at 4 pm in 210 Harrison Hall.

. BSLAAC intends to revisit the Academic Integrity procedure.

BIIt will meet with John Roberts of the Board of Trustees on October 11 about Greek Life.

BOther possible agenda items include nutrition, financial aid, and the AIDS policy

### **REPORTS FROM OTHER COMMITTEES**

#### **FACULTY DEVELOPMENT COMMITTEE(FDC)**

Prof. Martha Rainbolt, substituting for Prof. Terri Bonebright, with the able assistance of Prof. Ken Kirkpatrick, gave a brief demonstration of the Faculty Development online application process.

She then made several announcements:

There are several approaching deadlines: Faculty Fellowships, September 17; Fisher Fellowships, sabbatical and pre-tenure leave applications, pre-retirement and faculty-in-residence leave applications, October 17; Fisher Time-Outs and FITS grants for Released Time, October 24.

The supplement for change of residence for faculty on sabbatical leave has been increased substantially.

It is important that reimbursement voucher forms be filled out carefully, so that monies can be processed efficiently.

### **COMMITTEE ON ADMINISTRATION (COA)**

Prof. Craig Pare, for COA, reported that this committee is discussing several items with the administration, including the e-learning initiative, a strategic plan, the prospect of a 3/2 load for all faculty vis-a-vis the various programs for released time, what questions should be asked about the retention statistics, should there be a Morale Task Force (to evaluate progress since the North Central Accreditation self study) and the plans for capital expenditure and improvements.

### **FIRST-YEAR SEMINAR COMMITTEE**

Prof. Meryl Altman, for the First-Year Seminar Committee, thanked the faculty for its generous help with the program. She also announced a teaching workshop, co-sponsored with Faculty Development, to be held on October 10. She reminded faculty of the importance of the AStudent Alert@ to be used if students are having difficulty in classes. The date for individual submission of proposals for next year's seminars is October 22.

### **REMARKS FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS**

Vice President for Academic Affairs Neal Abraham conducted the lottery for the selection of the organizer for the Fall 2003 Crimmel Colloquium on Liberal Education. Prof. Bob Hershberger's name was drawn from the hat by Prof. Glenn Kuecker. VPAA Neal Abraham then reminded faculty members that supporting letters for candidates for University Professor and Distinguished Professors are due on October 5. He also solicited nominations for the Exemplary Teaching award sponsored by the Methodist Church; the deadline for those nominations is September 20. VPAA Abraham then discussed the statistics for student retention and emphasized that we are working on improving the retention rate, especially for the rising juniors. He described the demographics of the new faculty members, noted that we have nineteen new tenure-track positions this year and asked colleagues to redouble their efforts to find strong minority candidates for these positions.

### **REMARKS FROM THE PRESIDENT**

President Robert Bottoms described the conversations and study circles which are forming around the topic of building a stronger community, especially in light of the racial incident which occurred earlier this fall. He announced that Vernon Jordan will be added to the list of visiting speakers this fall. President Bottoms also congratulated the faculty members for their help in raising the retention rate.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **ANNOUNCEMENTS**

There were several announcements of events and speakers scheduled during the next few weeks.

### **ADJOURNMENT**

The meeting was adjourned at 5:35 pm.

Respectfully submitted,

Martha Rainbolt, Assistant to the Chair of the Faculty

## **THE FACULTY OF DEPAUW UNIVERSITY**

### **MINUTES OF THE MEETING OF OCTOBER 1, 2001**

#### **CALL TO ORDER**

Chair of the Faculty, Prof. Howard Brooks, called the regular meeting of the DePauw University faculty to order at 4:05 in the Union Building Ballroom with a final attendance of about 100 faculty members.

#### **APPROVAL OF MINUTES**

The minutes of the September 10 faculty meeting were approved as published.

#### **REPORTS FROM COORDINATING COMMITTEES**

##### **COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)**

Librarian Bruce Sanders announced that CAPP had no report at this time. When asked about future agenda items, Librarian Sanders mentioned that the Film Studies minor would be discussed in the near future.

##### **COMMITTEE ON FACULTY (COF)**

Prof. Vic DeCarlo, for COF, announced that the following faculty members have been nominated for promotion: for associate professor, Hiroko Chibo; for professor, Karin Ahlm, Yung-chen Chiang, Tom Chiarella, Vanessa Dickerson, Bridget Gourley, Mary Kertzman, Nachimuthu Manickam, and David Newman. Letters for the decision files of any of these candidates should be sent to the Committee on Faculty in care of the Office of Academic Affairs, 305 Harrison Hall. Materials received by Monday, October 29, 2001, will receive the fullest consideration in promotion reviews. All letters must acknowledge the University's open file policy.

A. Prof. DeCarlo then moved that the following motion be removed from the table:

"That the By-Laws of the Faculty be amended as follows:

Section VII Coordinating Committees, B. Committee on Faculty, 1. Function

#### **NEW WORDING**

1. Function. The committee shall represent the faculty by (a)

recommending policy and procedures for personnel decisions to the faculty;

(b) communicating procedures for personnel decisions to faculty members;



(c) ensuring that candidates interviewing for initial appointment are informed of the procedures and criteria by which they will be evaluated;

(d) considering evidence and testimony and consulting with and making recommendations to the President of the University in the following areas: appointment of new faculty members when requested by the Vice President for Academic Affairs; retention, advancement to tenure, promotion and dismissal of faculty members; and appointment, reappointment, and evaluation of school deans and department chairs;

(e) considering the legal propriety and risks of all faculty personnel procedures, including those at the school and department level; and informing all faculty participants in personnel procedures of possible legal concerns. The committee should be informed by a lawyer knowledgeable in the application of law to institutions of higher education.

#### OLD WORDING

1. Function. The committee shall represent the faculty by (a) recommending policy and procedures for personnel decisions to the faculty;

(b) communicating procedures for personnel decisions to faculty members;

(c) interviewing candidates for initial appointment, informing them of procedures and criteria by which they will be evaluated, and responding to the school's or department's recommendation to hire;

(d) considering evidence and testimony and consulting with and making recommendations to the President of the University in the following areas: appointment of new faculty members; retention, advancement to tenure, promotion and dismissal

of faculty members; and appointment, reappointment, and evaluation of school deans and department chairs; (e) considering the legal propriety and risks of all faculty personnel procedures, including those at the school and department level; and informing all faculty participants in personnel procedures of possible legal concerns. The committee should be informed by a lawyer knowledgeable in the application of law to institutions of higher education.

The motion was removed from the table. There were several comments affirming the value of the COF interviews with candidates and suggestions that department chairs offer candidates an opportunity with meet with former COF members or other senior colleagues to discuss the personnel policies. After continued discussion, the motion was approved.

B. Prof. DeCarlo then moved that the following motion be removed from the table:

"That the By-Laws of the Faculty be revised as follows:

Section VII.B.6 Secretary of the Committee: NEW WORDING

b. The secretary shall attend the sessions and keep the minutes of the organization.

OLD WORDING

b. The secretary shall attend and keep the minutes of the organization and hearings sessions of the committee but shall not be present for the deliberations sessions. (During deliberation and decision sessions the committee shall appoint one of its members to record its actions and the accompanying reasons.)

The motion was removed from the table. After brief discussion, it was approved. Bryan Hanson requested that in the future colleagues and members of faculty committee try to act in concert with the procedures as outlined in the Faculty Handbook and, if they find those procedures awkward or unacceptable, that they bring suggested changes to the faculty for discussion as soon as possible, so that practice conforms with policy wherever possible.

C. Prof. DeCarlo then moved to table the following motion:

"That the By-Laws of the Faculty be revised as follows: Section IV.C.1.a

Current version

IV. C. Committees

1. Personnel Committee

a. Membership. A personnel committee shall consist of all continuing tenure and term faculty members of the department except the person being reviewed, those in their first year of service, and those on leave. Nontenured members may withdraw from any case. If there are fewer than three eligible department members or if the tenured members do not constitute a majority, the committee shall select additional tenured members from related departments, according to a procedure established by the Committee on Faculty and the administration.

Proposed Revision

a. Membership. A personnel committee shall consist of all continuing tenure and term faculty members of the department except the person being reviewed, those on non-academic leave, and those in their first year of service. Faculty members on academic leave and nontenured members of the department may withdraw from any case. If there are fewer than three eligible department members or if the tenured members do not constitute a majority, the committee shall select additional tenured members from related departments, according to a procedure established by the Committee on Faculty and the administration. It is expected that all members of a personnel committee shall fully participate in the activities of the committee.

The motion to table was approved.

**Committee on Management of Academic Operations (MAO)**

A. Prof. Dixon-Fyle, for MAO, moved the following:

Motion to approve the following new course: BIO 130/130L: Plants in Human Cultures (1 credit)

After a brief discussion the motion was approved.

B. Prof. Dixon-Fyle then move to table the following motion: "To approve the following course for fulfillment of Group One Distribution Requirements (with lab): BIO 130/130L: Plants in Human Cultures (1 credit)."

The motion to table was approved.

C. Prof. Dixon-Fyle then made a motion to approve the following change in credit:

MUS 920, Arranged Class Piano, from "variable" credit to .25 credit.

The motion was approved.

D. Prof. Dixon-Fyle announced the following new courses:

MUS EXP: Experimental Dance Ensemble (0 credit)

EDUC/WS EXP: Experimental course in Education and Women Studies: Women in Education (1 credit)

UNIV 390: Topics course: Problems in Journalism (1 credit)

E. Prof. Dixon-Fyle moved that the faculty approve the following revisions to the Incomplete Grades policy:

An incomplete grade (I) is to be used only when a student has not completed the requirements of the course for reasons beyond the student's control, such as illness or equipment failure in the case of laboratory classes. In addition, the class must have been essentially completed so that only an examination remains or a paper or project already well underway needs to be completed. An I may not be given for failure to submit work on time because of inadequate planning or to extend time to improve a grade.

The student must complete the work within the first two weeks (ten class days) of the following semester in which the student is enrolled at DePauw. Exceptions to the two week deadline may be granted by the Petitions Committee. When the student completes the work, a letter grade is recorded. However, the I grade remains on the transcript. If the I is not completed within the time limit and the student has not been approved for an extension, the grade becomes an F.

Students who withdraw and return to campus more than a year (two semesters) following the incomplete may not complete the course. The grade will be converted to a W provided the student demonstrates that the original I grade was for appropriate reasons.

Students may not graduate with an incomplete grade on their record.

After lengthy discussion, the motion was approved.

F. Prof. Dixon-Fyle moved that the faculty approve the following proposals for Internships and Independent Study:

1. To severely limit DePauw courses taken while a student is away from campus. *"Except for the course associated with an approved internship, student may not register for DePauw courses while away from campus. The petitions committee must approve any rare exceptions to this policy."*

2. To deny internship or service learning credit from other schools. *"Except for credit earned on approved off-campus study programs, internship and service learning credits earned at other institutions are not accepted at DePauw."*

3. To accept distance learning courses. *"The process of transferring distance learning courses that are offered: a) within a regular academic term and b) for a group of students as a class, shall follow the same processes and policies that govern approval of courses taken in summer school. These distance learning courses may not overlap a regular DePauw semester by more than two weeks. Students wishing to enroll in any courses outside DePauw that overlap more than two weeks with an academic semester at DePauw must obtain the approval of the Petitions Committee. Students may not enroll in a total of more than 4.5 course credits in any given semester."*

The motion was divided into three parts. In part one, there was a friendly amendment, accepted by MAO, to add an "s" so that the sentence reads, "except for the courses earned on approved off-campus study programs, ...." Each part was approved in a separate vote.

G. Motion to approve the following revision under Transfer Credit: *"Individual departments may limit the amount and type of credit taken off campus that may be applied to a major or minor."*

After brief discussion, the motion was approved.

### **Student Life and Academic Atmosphere Committee (SLAAC)**

Prof. Hershberger announced that on October 25, SLAAC will be discussing academic integrity. He asked that any faculty member with concerns in this area talk with one of the members of the committee.

### **REPORTS FROM OTHER COMMITTEES**

#### **Faculty Development Committee (FDC)**

Prof. Bonebright reported that the committee is presently reviewing faculty fellowship proposals and will announce the recipients of those awards sometime in early November.

She also reminded faculty of upcoming deadlines for sabbatical and pre-tenure leaves, Fisher fellowships, FITS proposals and Time-Out applications.

#### **Committee on Administration (COA)**

Prof. Pare announced that the COA will meet with the VPAA on Tuesday, October 2, and that the main item on the agenda is a discussion of the 3-2 load.

### **First Year Seminar Committee**

Prof. Altman reminded the faculty of the October 8 teaching roundtable on developing courses outside the disciplinary boundaries. She also announced that October 22 is the deadline for first-year seminar proposals.

### **Affirmative Action Committee**

Prof. Edberg reminded the faculty that all departments who are presently planning searches and did not have a full briefing with the Affirmative Action Committee last year are required to have such a meeting this year.

### **Remarks from the Vice President for Academic Affairs**

VPAA Abraham reminded the faculty that classes are required to meet at scheduled times on the days immediately preceding and following breaks. He announced that the residence halls are open during October break.

### **Remarks from the President**

President Bottoms was unable to attend the meeting, because he was out of town attending a foundation meeting..

### **Old Business**

There was no old business.

### **New Business**

Prof. Brooks announced that there will be a discussion of the divisional election procedures; he will provide an an electronic ballot to consider different methods for handling the on-line divisional elections. We are considering a two-stage election process with two possible ways of dividing up the vacancies: (1) divisional positions, then at-large positions; (2) coordinating committees, then all other positions. He would appreciate comments on these possibilities and would welcome other suggestions as well.

The issue of the quorum for faculty meetings was raised. Prof. Brooks indicated that the faculty needed a quorum of 60 voting members. He noted that the number could be re-evaluated if any faculty member wished to raise the issue.

One colleague expressed concern about the lack of available parking for many faculty near their offices.

### **Announcements**

Prof. Stinebrickner announced that the second issues of the DePauw Journal of Undergraduate Research will be out soon. Faculty are urged to encourage students to submit their research papers. Although there is a limit to the journal size, more papers could be included in the next issue.

### **Adjournment**

The meeting was adjourned at 5:40 pm.

Respectfully submitted,

Martha Rainbolt, Assistant to the Chair of the Faculty

## **THE FACULTY OF DEPAUW UNIVERSITY**

### **MINUTES OF THE MEETING OF NOVEMBER 5, 2001**

#### **CALL TO ORDER**

Chair of the Faculty, Prof. Howard Brooks, called the regular meeting of the DePauw University faculty to order at 4:05 in 301 Harrison Hall with a final attendance of about 100 faculty members.

#### **APPROVAL OF MINUTES**

The minutes of the October 1 faculty meeting were approved as published.

#### **REPORTS FROM COORDINATING COMMITTEES**

##### **COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)**

A. Librarian Bruce Sanders made the following motion:

"CAPP moves that a Film Studies minor be created at DePauw."

##### **Film Studies Minor Proposal (Catalog description and requirements)**

The Film Studies Program incorporates offerings from several academic departments to offer students aesthetic, cultural, historical, and practical approaches to every kind of motion picture – traditional film, video and digital – as well as certain facets of photography. The Program's courses fall into three areas: a) Criticism and History; b) Production and Screenwriting; and c) Cultural and Genre Studies (i.e., Spanish Cinema, Science Fiction Film, Film and Politics, etc.).

##### **Requirements for Film Studies Minor**

Students are required to take 5 courses to complete the Film Studies Minor.

-- One of the following introductory courses:

**Eng 167 Introduction to Film or Comm 291 Modes of Film**

–At least one class from each of the following areas:

**I. History and Criticism**

**II. Production and Screenwriting**



### **III. Cultural and Genre Studies**

–Students elect a fifth course from one of the three categories listed above.

–Students must take at least one course at the 300 level or above.

#### **(I) History and Criticism**

DePauw's Introduction to Film class already touches upon broad issues of film history, especially the advent of genre films and the dialectic between the documentary tradition started by the Lumiere Brothers and the tradition of magic and entertainment films begun by Melies and Edison. History and Criticism courses not only encourage students to sharpen their critical and analytical skills, but require students to have a basic understanding of at least one major film movement.

#### **Courses:**

**Comm 334. Media Criticism (1 course)**

**(ML – FYS) Reliving the Twentieth Century through the Camera's Eye: An International Perspective**

#### **(II) Production and Screenwriting**

Using contemporary tools and methods, this course (or courses) provides students with basic instruction in and hands-on experience with motion picture development, production, and post-production. Students learn not only how to write motion picture stories (screenplays), but film these stories and edit them with non-linear tools such as the AVID and digital editing software.

#### **Courses:**

**ANTH 390: Language and Ethics in Anthropology Fieldwork**

**ARTS 230: Introduction to Video Art**

**ARTS 383-384: Advanced Video**

**COMM 235: Broadcast Journalism**

**COMM 236: Television Production and Televisual Literacy**

**COMM 316: Stage Directing**

**COMM 319: Writing for Stage, Screen and TV**

### **(III) Cultural and Genre Studies**

The Cultural and Genre Studies division of the Film Studies Minor at DePauw encompasses courses that examine the film medium as a product of specific national or cultural experiences. Within these general parameters, courses may examine aspects of film production and/or reception as they relate to social, political, economic or ideological themes. Issues of race, gender and sexual orientation as they are manifest in the film medium are also included in this category.

#### **Courses:**

**SPAN 390: Topics in Spanish: Spanish Cinema**

**ML 164: The Cinema (A. French; B. Spanish; C. Italian; D. German; E. Russian; F. Japanese; G. Chinese; H. Portuguese.)**

**ENG 155: Topics: Science Fiction Film**

**CLST 330: Ancient History in Film**

**ANTH 290: Visual Anthropology\*\*** (pending approval)

**(ENG FYS): The Good, the Bad, and the Ugly: The Western as Cultural Artifact**

**(ART FYS): Introduction to Visual Culture**

**(ENG FYS): The Moral to the Story: Confessions in Literature and Film**

**CLST 197 (FYS): Ancient Journeys, Fantastic Voyages**

### **V. Film Studies Budget and Infrastructure**

The Film Studies Minor can be established at DePauw without any additional funding. Furthermore, the courses listed above are **all** currently offered at DePauw. If funding does become available, we would prioritize our needs as follows:

1. **Yearly Allocation** of \$2000 to help finance guest speakers, film festivals and other related events and expenditures.
2. **Initial Program Budget** of \$2000 for office supplies and other related materials.
3. **A Film Studies Library Facility.** This need not be anything more than a small room in the basement of Roy O. West where film students could analyze movies. A computer-driven capture and edit station would also allow students to work on production projects for Film Studies courses.

4. **A Common Film Studies Office Space** This office space can be basic, but would serve as a meeting place for students, faculty, and administrators interested in Film Studies. This common office might include a small library of film books and magazines, as well as a DVD player and a VCR.

## **VI. Administrative organization of Film Studies.**

Film Studies has already established an interest group of 40 faculty and administrators at DePauw. An interim steering committee is composed of Peter Graham, Bob Hershberger, Pedar Foss, Ken Kirkpatrick, Keith Nightenhelser, Cindy O'Dell, Anne Harris, Inge Aures, Teri Hernandez, Claudia Bossard, Masha Belyavski-Frank and Lakshmi Fjord. Pending approval of the FS minor, we would proceed as follows to establish the administrative structure of the program:

1. Invite all members of the interest group to serve as members of the steering committee.
2. Once the steering committee is (re)-formed, we would request that the Academic Vice President recognize this group as such and accept the Steering Committee's recommendation for a Film Studies Director.

The motion to approve this minor was approved.

B. Librarian Sanders then moved to table the following motion: "That the GPA requirement for the BMA (Bachelor of Musical Arts) degree program be lowered from 2.5 to 2.0." The motion to table carried.

## **COMMITTEE ON FACULTY (COF)**

A. Prof. Vic DeCarlo, for COF, then moved that the following motion be removed from the table: "That the By-laws of the Faculty be revised as follows: Section IV.C.1.a

### Current Version

#### IV. C. Committees

##### 1. Personnel Committee

a. Membership. A personnel committee shall consist of all continuing tenure and term faculty members of the department except the person being reviewed, those in their first year of service, and those on leave. Nontenured members may withdraw from any case. If there are fewer than three eligible department members or if the tenured members do not constitute a majority, the committee shall select additional tenured members from related

departments, according to a procedure established by the Committee on Faculty and the administration.

### Proposed Revision

a. Membership. A personnel committee shall consist of all continuing tenure and term faculty members of the department except the person being reviewed, those on non-academic leave, and those in their first year of service. Faculty members on academic leave and nontenured members of the department may withdraw from any case. If there are fewer than three eligible department members or if the tenured members do not constitute a majority, the committee shall select additional tenured members from related departments, according to a procedure established by the Committee on Faculty and the administration. It is expected that all members of a personnel committee shall fully participate in the activities of the committee.

After some discussion, the motion was approved.

B. Professor DeCarlo for COF then moved to table the following motion:

"That the Academic Handbook be changed to include Peer observations of faculty members in tenurable positions. This new section will be included under Personnel Policies, Section II – Periodic Evaluation. The sections currently labeled II. B through II.F will become II.C through II. G. The new text will be

#### *II.B. Peer observations of faculty members in tenurable positions*

1. In the first year, peer observations are voluntary. If done, observations shall be initiated and arranged by the probationary faculty member. After visiting a class or classes, the observing faculty member should arrange a meeting with the first-year faculty member to provide feedback. Any written materials provided to the first-year faculty member based on these class observations shall be under the sole control of the first-year faculty member.

2. Peer observations are required after the first year of the probationary period. Required course observations shall be conducted by tenured or tenurable faculty members who are appointed by the department chair in consultation with the DPC. Observers shall be from the probationary faculty member's department; in exceptional cases, as deemed appropriate by the chair, faculty members from outside the department may be chosen for this purpose. The timing of classroom observations shall be arranged by the department chair in consultation with the faculty member being observed. Each course that is observed shall be observed on two successive class meetings. Following the observation of each course, the observing faculty member shall provide both written and oral feedback in a timely fashion to the observed faculty member. A copy of the written feedback shall be provided to the chair and the Vice President for Academic Affairs to be placed in the observed faculty member's personnel file and in the decision file for interim and tenure reviews.

(a) In the second year, two courses shall be observed in each semester. One of these two courses each semester shall be observed by two different faculty members, one of whom must be tenured. The courses observed should reflect the range and type of courses normally taught by the observed faculty member.

(b) In the third, fourth, and fifth years of the probationary period, a total of four courses (at least one course each year) taught by the probationary faculty member shall be observed. At least two of the four courses shall be observed by a tenured faculty member. No single faculty member shall do all the observations during this period.

(c) Departments wishing to conduct more classroom observations than the required number shall do so only with the written consent of the probationary faculty member."

After lengthy discussion and commentary on a companion chart supplied by Professor Jim Benedix, the motion was tabled.

C. Professor DeCarlo then announced that COF was currently working on tenure cases.

### **Committee on Management of Academic Operations (MAO)**

A. Prof. Dixon-Fyle, for MAO, moved to remove the following motion from the table:

Motion to approve the following new course: BIO 130/130L: Plants in Human Cultures (1 credit)

"To approve the following course for fulfillment of Group One Distribution Requirements (with lab): BIO 130/130L: Plants in Human Cultures (1 credit)."

The motion was approved.

B. Prof. Dixon-Fyle then announced several new experimental courses.

### **Student Life and Academic Atmosphere Committee (SLAAC)**

Prof. Hershberger announced that on October 25, SLAAC will be discussing academic integrity. He asked that any faculty member with concerns in this area talk with one of the members of the committee.

## **REPORTS FROM OTHER COMMITTEES**

### **Faculty Development Committee (FDC)**

Professor Bonebright announced that Maurice Manning had received the Fisher Fellowship for the 2002-03 academic year; she read the abstract of his project, "TWO OUT OF THREE: Completing Two Manuscripts of Poetry," to complete the writing of

two manuscripts entitled *A Companion for Owls: D. Boone's Commonplace Book and Bucolics*. She also announced the following recipients of Faculty Fellowships:

**Faculty Fellowships 2002-2005:**

**Teaching Projects/Curricular Development**

Teresita Hernandez, La Francophonie: Curriculum and Resources Development

Bob Hershberger, Preparation and completion of "En Realidad" A second-year spanish textbook

Barbara Whitehead, Creating Two New Medieval History Courses: "Europe in Crisis: The Vikings and the Transformation of the Early Medieval World" and "Europe in Transition: Conquests and Crusades"

**Scholarly/Creative Projects**

Susan Balter-Reitz, "Visioning the West: Rhetorical Constructions of Nature, Power and Violence"

Melanie Barnes, "When Tragedy Strikes the Academy"

Masha Belyavski-Frank, "Languages and Literature in the Balkans: Developments Over the Last Decade"

Douglas Harms, "A Virtual Reality Simulator of the ENIAC Computer"

Joseph Heithaus, "Poison Sonnets and Other Poems"

David Herrold, "Mock Wood: Artificial Wood Ash Glazing in a Small Gas Fired Kiln"

Jeffrey Kenney, "Religion and Nation-State Building in Egypt: A Critical Evaluation"

Cynthia O'Dell, "[un]natural"

Scott Ross, "Malingering and Non-Neurologic Factors in the Neuropsychological Assessment of Mild Head Injury"

She then announced that the FDC was currently working on Time-Out applications, FITS grants and sabbaticals. She noted that there were no deadlines for applications in November.

**Committee on Administration (COA)**

Prof. Pare' announced that the COA will meet with department chairs to discuss the 3-2 load; he also announced that there is questionnaire asking faculty opinion about that load available at the door and on the web.

### **First Year Seminar Committee**

Prof. Altman announced that the first-year seminar proposals have been submitted and that Prof. McInnes will be talking with faculty soon about those proposals.

### **Affirmative Action Committee**

Prof. Manny Harris made three announcements:

1. All departments who are presently planning searches and did not have a full briefing with

the Affirmative Action Committee last year are required to have such a meeting this year.

2. The AA committee has researched the Wabash Valley United Way's association with the Boy Scouts and is satisfied that issues of fairness and inclusiveness are being addressed by that organization.

3. The committee is presently drafting an enlarged description of its functions; the members agree that issues of Diversity and Fairness are broader than the present Affirmative Action charge. They will bring this document to the faculty at a later time.

### **Remarks from the Vice President for Academic Affairs**

VPAA Abraham commended the faculty for their support of the lectures by Vernon Jordan and John Major. He also noted that for the third year, the number of mid-term F's for the first-year students continues to decline and that the grades of mid-term C- and below are at 2/3 the level of years preceding the introduction of the depauw.year1 program .

### **Remarks from the President**

President Bottoms reported to the faculty on the October Board of Trustees meeting. He noted that Judson Green was the new chair of the board. He indicated that the social center addition to the Walden Inn would proceed and it was projected that the cost would be about \$5 million dollars. This project would be funded by an increase in the student social fee and income from the addition. He announced that Robert Gates, the director of the CIA under Clinton, would be the next Ubben lecturer on December 3. He also

reported that the admission season was going better than in the recent past and that the Indianapolis and St. Louis receptions for prospective students were very successful.

In response to a question about the recent national events and their effect on our endowment, President Bottoms responded that it was down somewhat, but that he didn't have the figures at hand. He will report to all the faculty soon on the current status of the endowment. He also indicated that DePauw has hired an investment officer.

### **Old Business**

There was no old business.

### **New Business**

There was no new business.

### **Announcements**

Prof. Kathleen Jagger and Prof. Inge Aures announced upcoming lectures.

Prof. Howard Brooks announced the vote on the new process for voting in faculty elections:

34 favored division election first, then at-large elections

27 favored coordinating committee election first, then other committee elections

27 had no preference

For the spring elections, we will have division election first, then at-large elections, since that option received the plurality of the votes.

Prof. Brooks repeated his request for a faculty volunteer to be Assistant to the Chair of the Faculty for the spring semester.

### **Adjournment**

The meeting was adjourned at 5:20 pm.

Respectfully submitted,

Martha Rainbolt, Assistant to the Chair of the Faculty



## **Minutes of the Meeting of December 3, 2001**

### **Call to Order**

Chair of the Faculty, Prof. Howard Brooks, called the regular meeting of the DePauw University faculty to order at 4:05 in the Union Building Ballroom with a final attendance of about 105 faculty members.

### **Approval of Minutes**

The minutes of the November 5 meeting were approved as published.

### **Suspend the Regular Agenda Order: Remarks from the President**

(This item was moved to an earlier position on the agenda since President Bottoms had to leave the meeting early.)

Prof. Carl Huffman moved "to suspend the regular agenda order and allow the Remarks from the President to be given before the Reports from Coordinating Committees." Prof. Francoise Coulont-Henderson seconded the motion and it carried.

President Bottoms then announced that David Guinee and Douglas Harms had been granted tenure; Joe Heithaus and Caroline Jetton were granted tenure with promotion. President Bottoms indicated that there was agreement among all parties on this decision.

He then asked if there were any questions or concerns to be raised; since there were none, that concluded his report.

### **Reports from Coordinating Committees**

#### **Committee on Academic Policy and Planning (CAPP)**

A. Librarian Bruce Sanders moved that the following motion be removed from the table: "That the GPA requirement for the BMA (Bachelor of Musical Arts) degree program be lowered from 2.5 to 2.0." The motion carried. After brief discussion the main motion carried as well.

B. Librarian Bruce Sanders then moved, for CAPP, "that a Jewish Studies minor be created at DePauw."

#### **Catalogue Description and Minor Requirements**

##### ***A. Description***

Jewish Studies is an interdisciplinary approach to the history, culture, religion, and philosophy of Judaism and Jewish peoples. It treats "Judaism" not as a fixed system but

as a cluster of ideas that has shifted and continues to develop in response to historical necessities and alongside of other cultures. It also deals with issues of Jewish identity and ethnicity and the relationship between minority and majority cultures, including historic manifestations of anti-Judaism and anti-semitism. Jewish Studies, then, addresses both the particularity of Jewish experience(s) –across time and space– and the general connections that this range of experience has with other cultures.

### ***B. The Minor Requirements***

A minor in Jewish Studies requires five courses, one of which must be REL 244: Judaism. The remaining four courses should be selected with the following principles in mind:

1. At least one course should be chosen from each of the following three areas: a.) social sciences and history or archaeology; b.) literature and the arts; c.) religious studies or philosophy.
2. At least two courses, in addition to the required course in Judaism, should be CORE COURSES devoted exclusively to the study of Jewish texts, history, culture, religion, philosophy, literature, identity, or relations between Jews or Judaism and other peoples or cultures. Although several of these courses occur in the regular curriculum of Religious Studies, other core courses will often appear as topics courses and so will vary from year to year.
3. At least one course must be taken at the 300 or 400 level.
4. Two courses may be selected from a group of non-core electives that include Jewish Studies within a broader framework of inquiry.

Courses will be added to or deleted from this group by decision of the Jewish Studies Steering Committee. The committee will approve specific syllabi for proposed courses and publish a list of Jewish Studies offerings in the schedule of classes for each upcoming semester.

Note: Not any five courses from the list of offerings will count as a minor. Students are urged to seek an advisor at an early stage in their undertaking of this minor so that, with a Jewish Studies faculty member's help, they can plan a course of study that is coherent and consistent with their interests and needs.

### **CORE ELECTIVES**

(Choose at least 2)

Group a: Social Sciences, History, and Archaeology

Anthropology 290: Anthropological Perspectives–Biblical Ritual and Myth

Classical Studies 300: Topics–Ancient Israel

History 197: Holocaust and History

Group b: Literature and the Arts

English 155: Topics–Jewish American Literature

English 355: Topics-Kafka

German 412: Topics–Exile and Holocaust

Religious Studies 241: Biblical Literature (Old Testament)

Group c: Religious Studies and Philosophy

Religious Studies 141: Hebrew Scriptures

Religious Studies 197: Adam and Eve Tradition

#### NON CORE ELECTIVES

The following is a list of elective courses that are likely to be approved and offered over the course of a year or two:

Group 1: Social Sciences, History, Archaeology

Anthropology 254: Anthropology of Religion

Anthropology 258: Race and Ethnicity in American Culture

Anthropology 290: Anthropology of the Body and Sexuality

History 100: The Ancient World

History 103: Twentieth Century Europe

History 244: Germany from 1879 to 1989

History 342: The Europe of Dictators

Group 2: Literature and the Arts

English 197: Existentialism (in Literature)

English 261: Modern Continental Literature

English 461: Seminar in THE OTHER: Antisemitism, Antifeminism, and Racism in Early English Literature

German 409: Nineteenth Century German Literature and Culture

German 411: Twentieth Century German Literature and Culture

Modern Languages 300: Russian Culture from Icons to Faberge

Modern Languages 301: Twentieth Century Russian Culture

Modern Languages 326: Twentieth Century Russian Literature

Religious Studies 241: Biblical Literature (Old and New Testaments)

Group 3: Religious Studies and Philosophy

Modern Languages 395: Religion(s) in German Culture

Religious Studies 145: Judaism, Christianity and Islam

Religious Studies 271: Feminist Theologies

Religious Studies 320: Genesis and Gender

Religious Studies 341: Women and the Bible

Religious Studies 440: Biblical Exegesis

We have a variety of additional course proposals, not listed above, that members of our group would like to teach as cross listed topics courses. For example:

Art History: Antisemitism and Visual Culture in Pre Modern Europe (Merback)

Art History: Anti-Judaism and Judeophobia in Christian Art and Culture (Merback)

Art History: Holocaust Monuments: Memory, Politics, and Anti-Aesthetics (Merback)

English Topics: Ethnic American Literature (Sinowitz)

English Topics: Jewish Film (Graham)

German Topics: Jews and Germans (Pollack-Milgate)

Religious Studies or Philosophy: Post Holocaust Theology and Philosophy (Hawkins)

The motion to approve this minor was approved.

C. Librarian Sanders then asked the faculty to table the following motion: "CAPP moves that an Environmental Geoscience Major and Minor be established at DePauw." The motion to table carried.

### **Committee on Faculty (COF)**

A. Prof. Vic DeCarlo, for COF, moved that the following motion be removed from the table: "That the Academic Handbook be changed to include Peer observations of faculty members in tenurable positions. This new section will be included under Personnel Policies, Section II. Periodic Evaluation. The sections currently labeled II. B through II. F will become II. C through II. G. The new text will be:

#### **II. B. Peer observations of faculty members in tenurable positions**

1. In the first year, peer observations are voluntary. If done, observations shall be initiated and arranged by the probationary faculty member. After visiting a class or classes, the observing faculty member should arrange a meeting with the first-year faculty member to provide feedback. Any written materials provided to the first-year faculty member based on these class observations shall be under the sole control of the first-year faculty member.

2. Peer observations are required after the first year of the probationary period. Required course observations shall be conducted by tenured or tenurable faculty members who are appointed by the department chair in consultation with the DPC. Observers shall be from the probationary faculty member's department; in exceptional cases, as deemed appropriate by the chair, faculty members from outside the department may be chosen for this purpose. The timing of classroom observations shall be arranged by the department chair in consultation with the faculty member being observed. Each course that is observed shall be observed on two successive class meetings. Following the observation of each course, the observing faculty member shall provide both written and oral feedback in a timely fashion to the observed faculty member. A copy of the written feedback shall be provided to the chair and the Vice President for Academic Affairs to be placed in the observed faculty member's personnel file and in the decision file for interim and tenure reviews.

(a) In the second year, two courses shall be observed in each semester. One of these two courses each semester shall be observed by two different faculty members, one of whom must be tenured. The courses observed should reflect the range and type of courses normally taught by the observed faculty member.

(b) In the third, fourth, and fifth years of the probationary period, a total of four courses (at least one course each year) taught by the probationary faculty member shall be

observed. At least two of the four courses shall be observed by a tenured faculty member. No single faculty member shall do all the observations during this period.

(c) Departments wishing to conduct more classroom observations than the required number shall do so only with the written consent of the probationary faculty member."

There was a lengthy discussion of this motion. The following actions were taken:

1. Prof. Rainbolt moved the following amendment: " 3. If the probationary period is three or fewer years, peer observations will be required in the first year and will follow the process outlined in 2(a)." The motion was debated and passed

2. Prof. Kannowski moved that the main motion be referred to the Committee on Faculty for further discussion and revision. This motion for referral was debated and defeated by a vote of 25 yes, 56 no.

3. Prof. Stinebrickner asked that the final sentence of 2 (a) be moved to the primary 2. Paragraph so that it would apply to all peer observations. This sentence would be added after the fifth sentence which ends ...."two successive class meetings" Then insert "The courses observed should reflect the range and type of courses normally taught by the observed faculty member." and delete that sentence at the end of 2(a). Vic DeCarlo regarded this as a friendly amendment and added it to the primary motion.

4. Discussion continued on the main motion which was then approved by a vote of 61 yes, 15 no.

The voting on all of the three above motions was conducted by secret ballot.

B. Professor DeCarlo then announced that COF was currently working on term cases.

### **Committee on Management of Academic Operations (MAO)**

A. Professor Dixon-Fyle, for MAO, moved to discontinue the following courses:

ARTS 101 (2D Design, 1cr.)

ARTS 102 (3D Design, 1 cr.)

OCS 321 (Intro to British Culture, 1cr.)

HIST 101 (Western Civilization, 1 cr.)

HIST 102 (Intro to Modern Europe, 1 cr.)

After brief discussion, the motion carried.

B—Professor Dixon-Fyle then moved the approval of the following changes from topics or experimental courses:

ARTH 235 (Women and Medieval Art, 1 cr.)

ARTH 345 (History of Self Portraiture, 1 cr.)

BIO 220 (Molecular Biology, 1cr.)

HIST 339 (Imperial Europe, 1 cr.)

HIST 362 (Voices of a Revolutionary Age, 1 cr.)

HIST 373 (Chicago and New York, 1 cr.)

HIST 376 (US Women's Legal History, 1 cr.)

HIST 382 (US/Latin American Relations, 1cr.)

The motion was approved.

C—Prof. Dixon-Fyle then moved the approval of the following changes in credit:

HONR 151 – from .5 to 1 cr.

The motion carried.

D—Prof. Dixon-Fyle announced the following changes in course number and/or title:

ARTH 201 (Baroque Art: The Age of the Marvelous, 1 cr., from Baroque Art: The Age of Paradox)

ARTS 152 (Drawing I, 1cr., from ARTS 120 Beginning Drawing)

ARTS 252 (Drawing II, 1cr., from ARTS 320 Beginning Figure Drawing)

ARTS 153 (Painting I, 1cr., from ARTS 240 Beginning Painting)

ARTS 253 (Painting II, 1cr., from ARTS 341 Advanced Painting)

ARTS 353 (Painting III, 1cr., from ARTS 342 Advanced Painting)

ARTS 251 (Collage, 1cr., from ARTS 231 Collage/Assemblage)

ARTS 175 (Ceramics I, 1cr., from ARTS 260 Beginning Functional and Sculptural Ceramics)

ARTS 275 (Ceramics II, 1cr., from ARTS 361 Advanced Functional and Sculptural Ceramics)

ARTS 375 (Ceramics III, 1cr., from ARTS 362 Advanced Functional and Sculptural Ceramics)

ARTS 160 (Digital Art, 1cr., from ARTS 250 Intro to computer imaging and Hyper-media)

ARTS 165 (Video I, 1cr., from ARTS 230 Introduction to Video Art)

ARTS 265 (Video II, 1cr., from ARTS 383 Advanced Video)

ARTS 365 (Video III, 1cr., from ARTS 384 Advanced Video)

ARTS 163 (Photography I, 1cr., from ARTS 280 Introduction to Black and White Photography)

ARTS 263 (Photography II, 1cr., from ARTS 381 Advanced Photography)

ARTS 363 (Photography III, 1cr., from ARTS 382 Advanced Photography)

ARTS 492 (Senior Projects, 1cr., from Studio Projects)

HIST 278 (US Women's History 1890\_Present, 1cr., from HIST 276)

ML 395 (Advanced Topics in Modern Languages, 1 cr., from Topics in Modern Languages)

POLS 253 (China and India in the 21st Century, 1cr., from Government and Politics in China and India)

POLS 386 (International Organization and Global Governance, 1 cr., from International Organization)

SOC 320 (Protest, Activism and Change, 1cr., from Social Movements)

E. Prof. Dixon-Fyle moved the approval of the following new courses:

ARTS 170 (Sculpture I, 1 cr.)

ARTS 290 (Topics A, B, C, 1cr.)

HIST 111 (European Civilization I–1300\_1800, 1 cr.)

HIST 112 (European Civilization II–1789\_Present, 1 cr.)



HIST 277 (US Women's History: 1700\_1900, 1 cr.)

ML 295 (Topics in Modern Languages, 1 cr.)

UNIV 298 (Internship Readings, 1cr.)

UNIV 299 (Independently Designed Internship, 2cr.)

The motion to approve these courses carried.

F. He then announced the following changes in the Studio Art Major requirements:

Four Introductory courses: one from each of the three areas, A, B and C, plus one additional course from any of these areas:

A. ARTS 152 (Drawing I), ARTS 153 (Painting I)

B. ARTS 175 (Ceramics I), ARTS 170 (Sculpture I)

C. ARTS 163 (Photography I), ARTS 165 (Video I), ARTS 160 (Digital Art)

Three 200 level courses; two of which must be a continuation of a 100 level course. The third course may be a topics course with no prerequisite:

A. ARTS 252 (Drawing II), ARTS 253 (Painting II), ARTS 251 (Collage)

B. ARTS 275 (Ceramics II)

C. ARTS 263 (Photography II), ARTS 265 (Video II)

ARTS 290 A, B, or C (Topics)

One 300 level course that continues with a course taken at the 200 level. This course should be taken the first semester of the Senior year and must anticipate the discipline to be pursued in Senior Projects:

A. ARTS 353 (Painting III)

B. ARTS 375 (Ceramics III)

C. ARTS 363 (Photography III), ARTS 365 (Video III)

ARTS 390 A, B, or C (Topics)

Plus: ARTS 492 (Senior Projects)

ARTH 131 (Ren. to Modern)

ARTH 325 (Modern) or ARTH 295 (Criticism)

G. Prof. Dixon-Fyle announced the following changes in the Classical Studies program:

Latin Major: 6 courses in Latin (at least 2 at 300 level or above); CLST 254 (Roman Civ) or CLST 264 (Hellenistic and Roman Art and Archaeology); 1 further course in Latin, Greek, or Classical Civ; and CLST 453/454 (Senior Requirement).

Greek Major: 6 courses in Greek (at least 2 at 300 level or above); CLST 253 (Greek Civ) or CLST 263 (Greek, Persian and Etruscan Art and Archaeology); 1 further course in Greek, Latin or Classical Civ; and CLST 453/454 (Senior Requirement).

Classical Civilization Major: 2 courses in Latin or Greek; one of HIST 100, CLST 253, CLST 254; one of CLST 262, 263, 264; 2 courses at or above the 300 level; 2 courses in Latin, Greek or Classical Civ. (may be approved courses in other depts.); CLST 453/454 (Senior Requirement).

Greek or Latin Minor: 4 Greek/Latin courses; 1 course at the 300 level or above.

Classical Civilization Minor: 5 courses in Classical Studies (Individual student program will be approved by the dept.) 1 course at the 300 level or above; CLST 253, CLST 254 or HIST 100.

H. Prof. Dixon-Fyle moved to table approval of the following courses for group credit:

Group 2: HIST 277 (US Women's History: 1700-1900, 1 cr.)

Group 3: ENG 151 (Literature and Interpretation, 1cr.)

ENG 155 (Topics in Literature, 1cr.)

Group 4: HIST 111 (European Civilization I–1300\_1800, 1 cr.)

HIST 112 (European Civilization II–1789\_Present, 1 cr.)

SOC 303 (Social Theory, 1cr.)

The motion to table was approved.

I. Prof. Dixon-Fyle announced that MAO would not bring the motion concerning graduation with honors requirements before the faculty at this meeting.

**Student Life and Academic Atmosphere Committee (SLAAC)**

(Note: This agenda item, along with the FDC report and the COA report, was inserted earlier in the meeting, while votes were being counted on the COF motions.)

Prof. Hershberger, for SLAAC, announced that the committee would be meeting with the Committee on the Status of Women. This open meeting will be held on December 13 at 4 pm in 210 Harrison Hall.

### **Reports from other Committees**

#### **Faculty Development Committee (FDC)**

Prof. Bonebright, for FDC, announced early spring semester deadlines: Feb 13 for Summer Stipends, Feb 19 for FITS stipends for summer; March 14 for Student/Faculty Summer Research grants.

#### **Committee on Administration (COA)**

Prof. Pare', for COA, announced that there had been 45 responses to their questionnaire on the 3-2 workload. He indicated that the committee had a good meeting with the department chairs on this issue. In the spring semester, COA will be examining the description of and selection process for the University and Distinguished Professor awards.

#### **Instructional Technology Advisory Committee (D. Trinkle)**

Prof. Dennis Trinkle announced that the report on Academic Computing was on the website. He encouraged all faculty members to review this document and forward any comments to him.

#### **Remarks from the Vice President for Academic Affairs**

VPAA Abraham made comments on several issues:

1. Faculty members should be aware that all classes should be held on the days immediately preceding and following breaks; he noted that MAO will study this policy in the spring semester.
2. He reminded the faculty that students are not required to take three final exams in one day; the process which explains this policy is located on the Registrar website.
3. Dennis Trinkle and Rick Provine are leading a workshop on copyright issues; VPAA Abraham encouraged faculty members to attend.
4. The University Professor and Distinguished Professor award nominations will be forwarded to the President in the next week or ten days.

5. The Exemplary Teaching Award, jointly conferred by DePauw and the Methodist Church, will be given to Carl Singer, Computer Science.

6. VPAA Abraham concluded by noting that the COA and the administration would continue their conversation on the 3-2 load. He then announced that we applying for a planning grant with Denison University to assess ways by which DPU might enhance its faculty development program, especially in terms of discovering ways by which faculty members might remain vital throughout their academic careers.

### **Remarks from the President**

This item was moved to the beginning of the agenda.

### **Old Business**

There was no old business.

### **New Business**

Professor Chandler moved and Prof. Stinebrickner seconded the motion that DePauw University confer its degree on all students who have satisfied all requirements for graduation from the university. The motion carried.

### **Announcements**

Prof. Stinebrickner asked faculty members to encourage students to submit manuscripts to DePauw's journal for undergraduate research .

Prof. Brooks announced that his term as chair of the faculty was expiring, since he was to be on leave next semester. He has served in that capacity and as secretary of the faculty continuously since 1993. The faculty members greatly appreciate his excellent service to the university in this area. Thank you very much, Howard!

### **Adjournment**

The meeting was adjourned at 5:30 pm.

Respectfully submitted,

Martha Rainbolt, Assistant to the Chair of the Faculty

**The Faculty of DePauw University**  
Minutes of the meeting of February 4, 2002

**Call to Order**

Martha Rainbolt called the meeting to order at 4:04 p.m. in the Memorial Student Union Ballroom. It was difficult to ascertain the number in attendance because of the continual entry of latecomers, but the room was well filled, some people standing in the back rather than sit in the front row, so a quorum was present.

**Approval of Previous Minutes**

There were no corrections or revisions to the minutes of the December meeting. By unanimous consent, they were approved as distributed.

**Reports from Coordinating Committees**  
**Committee on Academic Policy and Planning**

*Environmental Geoscience Major and Minor*

For the Committee on Academic Policy and Planning, Bruce Sanders moved that the motion to approve the establishment of a major and minor in Environmental Geoscience be removed from the table.

The motion to remove the motion from the table passed.

A description of the program follows, essentially as distributed with the agenda of the meeting.

Description

Environmental Geoscience is an interdisciplinary course of study that focuses on understanding the physical processes that control how the various components of our environment (lithosphere, hydrosphere, atmosphere, and biosphere) link and interact. The primary mission of the Environmental Geoscience program is to train scientists who possess the depth and breadth of knowledge and skills to study, model, and solve environmental problems within the political, economic, and societal framework of the 21st century. In addition, it also addresses issues involving legislative policy, government regulation, environmental economics, and environmental activism.

Requirements for the Environmental Geoscience Major and Minor

Courses for the Major

Students majoring in Environmental Geoscience will be required to take a number of environmentally-oriented courses in the Department of Geology and Geography and then will choose two other areas of concentration in two environmentally-related fields of study (Table 1). This approach provides depth, advanced scientific content, breadth, and focus, and yet maintains the flexibility for students to explore other environmental topics of interest.

The six courses in geology (two introductory and four advanced) will provide students with an understanding of earth materials and physical processes that affect the environment, and provide an opportunity to achieve the depth and advanced scientific content that we desired in this major. An additional five course credits are required in two of the following three areas of study: biology, chemistry, and environmental policy and planning (with at least two credits from each of those two areas of study). Courses in biology and chemistry provide important knowledge about cellular structure, evolution, ecosystems, chemical compounds, and chemical transformations; add additional scientific breadth to the major; and provide a degree of depth and content in these disciplines as well. Courses were chosen in these subject areas because they all directly or indirectly involve some aspect of environmental science. Courses in the area of environmental policy and planning were chosen to emphasize the economic impacts of environmental issues and how these impacts influence decision making, to provide perspective of how our government operates and how this influences environmental policy, and to better understand how society is impacted by environmental issues. The requirement of Calculus I proficiency (1 course credit) ensures some degree of math literacy for students in the program, which is necessary for students majoring in any science, and is important for understanding concepts in advanced geoscience courses (e.g., hydrogeology and geophysics). The two Environmental Science seminars (Univ Exp and Univ 390, 1 course credit total) will provide majors in the Environmental Geoscience program with two opportunities to study environmental issues from a broad, interdisciplinary perspective. These seminars will involve guest participation by DePauw faculty from allied environmental disciplines, will be team-taught with DePauw faculty from allied environmental disciplines, and can feature master classes by invited outside speakers that we bring to campus. This dual introduction/capstone approach at different stages of the students' education emphasizes links and interdependencies characterizing the interdisciplinary nature of environmental issues that might otherwise be under-appreciated. Finally, we will strongly encourage Environmental Geoscience majors to take part in a Winter Term internship in an environmentally-related business, public utility or government agency, to study abroad for a semester in an environmental program, or both.

#### Courses for the Minor

Those students interested in a minor in Environmental Geoscience can choose to fulfill the minor course requirements from courses listed in Table 2.

**Table 1. Course Requirements for the Proposed Environmental Geoscience Major**

Required Courses
------------------

Environmental Geoscience*  Geol 111, Physical Geology (1) Geol EXP, Environmental Geology (1)  Any four of the following six courses:  Geol 301, Mineralogy (1) Geol 304, Structural Geology/Tectonics (1) Geol 306, Geochemistry (1) Geol 316, Sedimentology/Stratigraphy (1) Geol 420, Environmental Geophysics (1) Geol 430, Applied Hydrogeology (1)	Math 151, Calculus I --proficiency (1) Univ Exp. Environmental Sci Seminar (0.5) Univ 390, Environmental Sci Senior Seminar (0.5)
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A minimum of five total credits from any two allied fields  
(at least two credits from each of the two allied fields)

Environmental Chemistry*  Chem 120, Structure/Properties of Organic Molecules (1) Chem 130, Structure/Properties of Inorganic Compounds (1) Chem 170, Stoichiometric Calc (0.25) Chem 240, Structure/Function of Biomolecules (1) Chem 260, Thermodynamics, Equilibrium, and Kinetics (1) Chem 352, Analytical Equilibria(0.5) Chem 353, Instrumental Methods of Analysis (0.5)	Environmental Biology*  Bio 120, Intro to Cell Bio (0.5) Bio 140, Intro to Genetics (0.5) Bio 160, Intro to Ecology (0.5) Bio 180, Intro to Evolution (0.5) Bio 190, Lab in Diversity (0.5) Bio 211, Animal Biology (1) Bio 230, Plant Biology (1) Bio 250, Microbiology (1) Bio 342, Ecology (1) Bio 375, Biostatistics (1)	Environmental Policy and Planning*  Anth 253, Environmental Anthropology (1) Econ 100, Intro to Econ (1) Econ 410, Public Finance (1) Econ Exp, Environmental Economics (1) Pols 110, American National Government (1) Pols 160, Intro to Government and Politics (1) Pols 382, Global Issues (1)
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TOTAL REQUIRED CREDITS : 13

<b>Recommended Courses</b>
Courses from any of the three columns above (especially whichever column not chosen for the five credits). Courses leading to minors in Chemistry, Biology, Economics, or Political Science. Additional Geoscience courses (e.g., Geol 201, Field Experiences (1); Geog 351, Map

Interpretation (1)).  
 Additional mathematics and computer science courses.  
 Winter Term internship in an environmentally-related field.  
 Off-campus study in an environmentally-related program .  
 Summer geology field camp .

\* Course offerings may change as new courses are created.

**Table 2. Course Requirements for the Proposed Environmental Geoscience Minor**

Five course credits (with one credit at the 300-level or above)*	
Geol 111, Physical Geology (1)	Geol 316, Sedimentology/Stratigraphy (1)
Geol 197, Environmental FYS (1)	Geol 420, Environmental Geophysics (1)
Geol EXP, Environmental Geology (1)	Geol 430, Applied Hydrogeology (1)
Geol 301, Mineralogy (1)	Univ Exp, Environmental Science Seminar (0.5)
Geol 304, Structural Geology/Tectonics (1)	
Geol 306, Geochemistry (1)	

\* Course offerings may change as new courses are created.

There was discussion touching on the content of the major and its staffing.

The motion to approve the new major and minor passed.

*Minor in Classical Archaeology*

For the committee, Bruce Sanders moved that the faculty approve a minor in Classical Archeology. Its description is

Requirements for a minor in Classical Archaeology: a minimum of five courses, including at least three from Clst 161, 262, 263 and 264 (161 is strongly recommended); one course at or above the 300 level in classical archaeology; and one elective in classical archaeology or an elective from Art History, Geology, Geography, or Anthropology, as approved by the minor advisor.

There were questions, including some about the role of the minor adviser and the meaning of "classical"; after they were answered the motion to approve the minor in Classical Archeology passed.

*Announcement*



Bruce Sanders solicited faculty opinions on the possibility of a multicultural competence requirement.

### **Committee on Faculty**

Vic DeCarlo reported on the activities of the committee.

### **Committee on the Management of Academic Operations**

#### *New courses*

For the committee, Barbara Whitehead moved that the faculty approve the addition of the following courses to the curriculum:

Soc 333, Intimate Violence, 1 credit  
Soc 334, Prison History and Culture, 1 credit  
Mus 374, A, B, C, Field Experience, 1/2 credit.

The first two were previously offered as topics courses and the third was made necessary by the reorganization of the offerings of the Education Department.

The motion to add the courses passed.

#### *Discontinued Courses*

For the committee, Barbara Whitehead moved that the following courses be discontinued:

Csc 497, Senior Proposal Writing, 0 credit  
Econ 394, Model Building and Forecasting, 1 credit  
Ger 142, Review of Elementary German, 1 credit.

The reasons for their discontinuance were explained, whereupon the motion to discontinue the courses passed.

#### *Courses satisfying group requirements*

For the committee, Barbara Whitehead moved to remove from the table the motion to approve the following courses for group distribution credit:

Group 2: Hist 277, US Women's History: 1700-1900, 1 credit  
Group 3: Eng 151, Literature and Interpretation, 1 credit  
Eng 155, Topics in Literature, 1 credit  
Group 4: Hist 111, European Civilization I–1300-1800, 1 credit  
Hist 112, European Civilization II–1789-Present, 1 credit  
Soc 303, Social Theory, 1 credit

The motion to remove from the table passed.

There was discussion of Sociology 303, which is listed in the catalog as being open only to sociology majors. After it had proceeded for a time, Vic DeCarlo moved that the motion be divided into two parts, the first to approve the first five courses on the list and the second to approve Soc 303.

The motion to divide the motion passed.

The motion to approve the first five courses passed.

For the second part of the motion, there was a request for a secret ballot. Bruce Steinbrickner and Jim Benedix were tellers and later in the meeting it was announced that the result of the vote was 42 in favor, 44 opposed, 2 abstentions, and 1 ballot illegible, so the motion to add Soc 303 to the list of courses satisfying the Group 4 distribution requirement was defeated.

*Requirements for graduation with honors*

For the committee, Barbara Whitehead moved that the grade point average cut-offs be changed to the following scale and that the 20% limit of students graduating with honors be dropped.

	College of Liberal Arts	School of Music
Summa Cum Laude	3.8	3.9
Magna Cum Laude	3.7	3.8
Cum Laude	3.5	3.7

There was considerable discussion. It was pointed out that had the proposed scale been in effect last year, essentially the same number of students would have graduated with honors in each of the categories. The difference between the two columns was gone into, as was the effect of grade inflation (or, as some would put it, grade improvement). After some time, Marthe Chandler in effect moved the previous question. Though some unruly members of the faculty attempted to continue discussion, they were quelled and the motion to move the previous question passed (two-thirds having voted in favor).

For the main motion, a secret ballot was called for. The tellers were Jim Benedix and Marthe Chandler. Later in the meeting the result was announced: 49 in favor and 30 opposed, so the new scale for graduation with honors was approved.

*Announcements*

For the committee, Barbara Whitehead announced number changes:

Mus 285, Jazz Ensemble, to Mus 278  
Mus 279, The Century Singers, to Mus 281  
Mus 296A, Performing Opera, to Mus 283  
Mus 296B, Performing Musical Theatre, to Mus 284.

She announced a change in title:

Mus 130, Introduction to Music Literature to Understanding Music.

She announced changes in number and title:

Ital 471-472, Advanced Readings and Projects in Italian, to Ital 270, Readings and Projects in Italian  
Port 481-482, Advanced Readings and Projects in Portuguese, to Port 280, Readings and Projects in Portuguese.

### **Advising Committee**

Dana Dudle announced that there would be a Major Fair on February 20.

Student Life and Academic Atmosphere Committee

Bob Hershberger announced that Susan Balter-Reitz was the new chair of the committee

### **Faculty Development Committee**

Martha Rainbolt announced several deadlines.

### **Committee on Administration**

Craig Paré reported on the committee's activities.

### **First Year Seminar Committee**

Dave Berque announced three workshops.

### **Task Force on the Status of Women**

A questionnaire on child care had been available at the door of the ballroom; those with small children were encouraged to complete it and put in on a music stand as they left.

### **Remarks from the Vice President for Academic Affairs**

Neal Abraham had several items.

He introduced Cathy Hamilton, the director of the Hartman Center, who made some remarks.

He announced that the GLCA workshop on course design and teaching would be held at DePauw this summer and encouraged those interested to apply.

He cited statistics showing that the grades of first-year students continued to improve significantly. He noted that there is no significant improvement in the grade averages of upperclass students, suggesting that the improvement in first-year student grades can be attributed to greater academic engagement rather than grade inflation.

He reminded the faculty that annual reports were due on March 1, and electronic submission is preferred.

He noted that David McCullough would be an Ubben lecturer on March 18.

He encouraged faculty members to open their classes to visitors when prospective students in the honors and fellows programs visit on March 10.

He said that seven tenure-track positions had been filled in the fall, and twelve or so would be filled this spring.

He emphasized that rush activities should not interfere with academic work, and that the faculty should be alert to violations of this principle. He noted that the leaders of Panhel and IFC have insisted that all students should meet their academic obligations. He encouraged faculty members receiving requests from students to miss class or neglect assignments to notify the Director of Greek Affairs, Kristin Norton.

He stated that the number of participants in the Alpha program had increased from 14 and 13 in two semesters last year to 22 and 20 this year.

He reported that DePauw and Denison had jointly been awarded a Mellon planning grant to investigate needs and wants in faculty development, and that a task force would be appointed to identify worthy programs.

He remarked that commencement would occur on a Sunday this year, instead of on Saturday as previously.

He passed on the Board of Trustees' determination of tuition and fees for next year, and their top priorities: faculty salaries and development, renovation of the North Quad dormitories, and educational technology.

### **Announcement**

Kevin Kinney asked that faculty members submit nominations for membership in Phi Beta Kappa.

### **Executive Session**

The faculty went into executive session to consider candidates for honorary degrees.

### **Adjournment**

After the faculty emerged from executive session, Martha Rainbolt unilaterally adjourned the meeting (though to unanimous approval) at 5:47 p.m.

Respectfully submitted,  
Underwood Dudley  
Secretary Substitute

**The Faculty of DePauw University**  
**Minutes of the Meeting of March 4, 2002**

**Call to Order**

Martha Rainbolt called the meeting to order at 4:07 PM in the Memorial Student Union Ballroom. Attendance at the beginning of the meeting was 52 faculty members, with a final attendance of at least 60 faculty members.

**Approval of Previous Minutes**

There were no corrections or revisions to the minutes of the February meeting. By unanimous consent, the minutes were approved as distributed.

**Reports from Coordinating Committees**

*Committee on Academic Policy and Planning*

A. Speaking for the Committee on Academic Policy and Planning, Bruce Sanders moved to table the following motion: "That a Biochemistry major and minor be created at DePauw University." The proposal is outlined below.

*Proposal for a Biochemistry Major/Minor*

*Requirements for a major in Biochemistry:* A minimum of eight and three-quarters courses which must include the following: CHEM 120, CHEM 130, CHEM 170, CHEM 240, CHEM 260, CHEM 320, CHEM 341, CHEM 440, CHEM 441 and any two selected from: CHEM 342, BIO 314, BIO 320, BIO 361, and BIO 364. With the approval of their advisor, students may apply CHEM 335, CHEM 354, CHEM 364, BIO 390, or BIO 490 toward the second group of classes. Such courses should have a biochemical emphasis. No more than 0.5 course of research (CHEM 395, CHEM 405, and BIO 490) may be counted toward the major. The senior requirement consists of satisfactory performance on the Biochemistry Comprehensive Examination and satisfactory attendance at departmental seminars.

*Table 1: Synopsis of Biochemistry Major*

*Required Courses (6.75 credits):*

Chem 120: Structure & Properties of Organic Molecules (1 cr)  
Chem 130: Structure & Properties of Inorganic Molecules (1 cr)  
Chem 170: Stoichiometric Calculations (0.25 cr)  
Chem 240: Structure & Function of Biomolecules (1 cr)  
Chem 260: Thermodynamics, Kinetics, and Equilibrium (1cr)  
Chem 320: Organic Mechanism and Synthesis (1cr)

Chem 341: Advanced Biochemistry (0.5 cr) (Note: Now 1/2 credit course)  
Chem 440: Biophysical Chemistry (0.5 cr) (Note: A new course)  
Chem 441: Biochemical Methods (0.5 cr) (Note: Formerly part of Chem 341)

*Elective Courses (2 credits from the following courses):*

Chem 342: Topics in Biochemistry (0.5 cr)  
Bio 314: Cell Biology and Biochemistry (1.0 cr)  
Bio 320: Genetics (1.0 cr)  
Bio 361: Immunology (1.0 cr)  
Bio 364: Molecular Genetics (1.0 cr)  
The following may apply w/approval of advisor, provided they involve a biochemical topic. No more than 0.5 cr of research may apply.  
Chem 335, 354, 364: Topics in different subdisciplines in chemistry (0.5 cr)  
Bio 390: Topics (variable)  
Chem 395: Independent study (variable)  
Chem 405: Thesis (0.25 cr)  
Bio 490: Research Problems (0.5 cr)

*Senior Requirement:*

A comprehensive exam based upon the literature will be given four times during the senior year. Satisfactory attendance at departmental seminars during the junior and senior year is also required.

*Total for the major: 8.75 credits*

*Courses Required via Prerequisite Structure (total 5.0 courses):*

Bio 120: Introduction to Cell Biology (0.5 cr) (Note: Prereq for Chem 341)  
Bio 140: Introduction to Genetics (0.5 cr) (Note: Prereq for Chem 341)  
Bio 220: Molecular Biology (1 cr) (Note: Prereq for Chem 441)  
Phys 121: Principles of Physics I (1.0 cr) (Note: Prereq for Chem 440)  
Phys 122: Principles of Physics II (1.0 cr) (Note: Prereq for Chem 440)  
Math 151: Calculus I (1.0 cr) (Note: Prereq for Chem 440)

*Requirements for a minor in Biochemistry:* Five and a quarter courses, which must include CHEM 120, CHEM 170, CHEM 240, CHEM 260 and CHEM 341, and 1.5 courses chosen from the following: CHEM 342, BIO 314, BIO 320, BIO 361, BIO 364. With the approval of their advisor, students may apply chemistry 300 or 400 level courses, BIO 390, or BIO 490 toward the second group of classes. Such courses should have a biochemical emphasis. No more than 0.5 course of research (CHEM 395, CHEM 405, BIO 490) may be counted toward the minor.

Bryan Hanson distributed a sheet with information about the proposed biochemistry major and briefly outlined the history of its development.

The motion to table the proposal passed.

B. For the committee, Bruce Sanders moved that the number of course credits required in the Media Fellows Program be increased from 7 to 8.

Bruce Sanders answered questions about the reasons for increasing the number of course credits and the role of the Media Fellows Program. The motion to increase the number of credits passed.

### ***Committee on Faculty***

Speaking for the Committee on Faculty, Vic DeCarlo:

-- Reminded faculty that they received a copy of the new student course evaluation form and that comments should be sent to him.

-- Reported that the committee has completed term reviews and is working on interim reviews.

-- Reported that the committee did not plan to release annual reports on the agreement between their decisions and recommendations from Departmental Personnel Committees. Over the last 10 years, however, COF agreed with 96% of the DPC recommendations regarding tenure decisions and with 94% of the DPC recommendations regarding promotion.

In response to a question, Vic DeCarlo stated that, in the interest of confidentiality, this was all the information the Committee on Faculty would provide.

### ***Committee on Management of Academic Operations***

A. Speaking for the Committee on Management of Academic Operations, Barbara Whitehead moved to approve number and credit change for the following courses:

Educ 340, Literacy Curriculum, change to Educ 363, Literacy Curriculum with a decrease of credit to .5 from 1 credit

Educ 335, Methods and Management (Adult/Young Adult and Early Adolescent Generalist), change to Educ 351, Curriculum and Instruction (early Adolescent Generalist and Adult/Young Adult) with an increase of credit to 1.5 credits

The reasons for the changes were explained. After a short discussion, the motion passed.

B. For the committee, Barbara Whitehead moved to approve a new course:

Educ 361, Adolescent Development/Early Adolescent Generalist and Adult/Young Adult, .5 credit

The motion to add the course passed.



C. For the committee, Barbara Whitehead moved to change the following from a topics course to a numbered course:

Hpp 267, Sport and Gender, 1 credit

The motion passed.

D. For the committee, Barbara Whitehead moved to approve a change in credit for

Mus 450, Senior Seminar, to drop optional .25 credit, now .5 credit only

The motion passed.

E. For the committee, Barbara Whitehead made the following motion regarding the due date for the senior comprehensive: "Results of the senior comprehensive requirement are due the first weekday of final examinations. Evaluations will be graded as S, U, or I."

Rationale: The current policy was passed in 1972 when the comprehensive in most majors was a written test taken around spring break. Now most majors require a seminar and/or a major paper or project that requires a longer time to complete and grade. The proposal is to move the due date from two weeks from the last class day to the first weekday of final examinations (currently a Monday). The "grade" of superior is dropped because in most cases a course grade is also involved. In addition, the comprehensive grade has never shown on the student record.

After a brief discussion, the motion passed.

F. For the committee, Barbara Whitehead moved to table the following change in the Group 6 requirements.

Currently, the Group 6 requirements read:

Group 6. Self-Expression: one and one-half courses or the equivalent. All methods of fulfilling this requirement must include actual participation as a major part of the course or activity. Students choosing to fulfill this group must complete at least one-half course in health and physical performance (HPP) activities courses. The minimum required for this group is .5 course or the equivalent which may be either HPP activities or other options listed.

ART any studio art course

HPP Activity Courses\*

COMM 111, 201, 223

MUS 171-179, Applied Music\*\*

\*Only one course is applicable toward the bachelor's degree and Group 6.

\*\*No more than four courses apply toward the bachelor's degree.

Music Ensembles--Students must complete satisfactorily two (equivalent of one-half course) or four (equivalent of one course) consecutive semesters in one of the following ensembles: MUS 271, 273, 275, 276, 279, 285, 289, 291, 296A, 296B. When Group 6 is satisfied in this manner, no academic credit is awarded toward the 31 courses required for graduation.

Co-curricular participation--The equivalent of one-fourth course may be earned in any semester through non-credit participation in Little Theatre, Forensic Team, Eye on the World, Midwestern Review, Mirage, student TV or WGRE-FM faculty-directed activities. Also, editors and writers of The DePauw earn the equivalent of one-half activity credit per semester. No academic credit is awarded toward the 31 courses required for graduation.

New Language (Additions and changes in brackets):

Group 6. Self-Expression: one and one-half courses or the equivalent.

All methods of fulfilling the Group 6 requirement must include actual participation as a major part of the course or activity. Students choosing to fulfill this group must complete at least one-half course in health and physical performance (HPP) activities courses. The minimum required for this group is one-half course or the equivalent, which may be either HPP activities or other options listed. [Students in the College of Liberal Arts (including music majors) may apply only one course credit from participatory courses in music to the Group 6 requirement.]

ART any studio art course

COMM 111, 201, 223

HPP activity courses

[MUS Participatory courses in music include applied music lessons (MUS BAS-VOC), applied music classes (MUS 901-920), dance classes (MUS 171-179), and ensembles (MUS 271-289)\*\*.]

\*Only one course is applicable toward the bachelor's degree and Group 6.

[\*\*In any semester, credit for only one large and one small music ensemble may count toward the course credit total required for graduation and toward Group 6.]

Co-curricular participation--The equivalent of one-fourth course may be earned in any semester through non-credit participation in Little Theatre, Forensic Team, Eye on the World, Midwestern Review, Mirage, student TV or WGRE-FM faculty-directed activities. Also, editors and writers of The DePauw earn the equivalent of one-half activity credit per semester. No academic credit is awarded toward the 31 courses required for graduation.

The move to table the motion passed.

G. For the committee, Barbara Whitehead moved to table the following proposed policy on graduation requirements.

Students in the College of Liberal Arts (including music majors) may apply only four course credits of participatory courses in music toward the 31 course credits required for graduation. Participatory courses include applied music lessons (MUS BAS-VOC), applied music classes (MUS 901-920), dance classes (MUS 171-179), and ensembles (MUS 271-289). In any semester, credit for only one large and one small ensemble may count toward the course credit total required for graduation.

The move to table the motion passed.

H. Finally, speaking for the committee, Barbara Whitehead made the following announcements:

-- There have been changes in course number for the following courses:

MUS 381, Jazz History, to MUS 231, Jazz History .5 credits  
Hist 103, 20th-Century Europe, to Hist 201, 20th-Century Europe, 1 credit

-- MAO, in conjunction with CAPP, is beginning a reevaluation of the Group Requirements. For this reason, MAO will no longer consider requests to grant a group designation to a class until the reevaluation has been successfully completed.

-- MAO was asked by the Vice-President for Academic Affairs to look into the possible misuse of the three-hour time bank. Specifically, MAO was asked to determine what level of class is appropriate for a 3-hour timebank and what style of teaching is appropriate for a 3-hour time bank. After examining data and discussing the issues, MAO concluded that: (1) there does not seem to be a growing problem of too many lower-level courses using the 3-hour timebank, but suggests that department chairs look carefully before approving a 100- or 200-level course for the 3-hour slot; and (2) that there is no one teaching strategy that is appropriate for a 3-hour time bank, but suggests that departments discuss the best use of such time slots within their respective disciplines.

### ***Student Life and Academic Atmosphere Committee***

Speaking for the Student Life and Academic Atmosphere Committee, Sue Balter announced that they are revising the AIDS policy (which is 13 years old), and revising the statement on academic honesty. The committee also plans to consider technology usage.

### **Reports from other Committees**

#### ***Faculty Development Committee***

Speaking for the Faculty Development Committee, Bridget Gourley made the following announcements:

- FDC is reviewing proposals for summer stipends.
- The deadline for student-faculty research projects is approaching (note - the deadline is March 14th).

### ***Committee on Administration***

Speaking for the Committee on Administration, Wade Hazel made the following announcements:

- COA is discussing recommendations for faculty raises.
- The committee is beginning a discussion of faculty morale, following up on the earlier task force report on faculty morale.
- Future activities for the committee include advising the administration and the Board of Trustees on strategic planning.

### ***First Year Seminar Committee***

Speaking for the First-Year Seminar Committee, David Berque made the following announcements:

- Faculty who taught a FYS course were asked to provide feedback on their mentors.
- Some members of the committee met with Division III faculty to discuss the First-Year Seminar program. The committee is now discussing issues raised during the meeting.
- The dates and topics for two workshops were announced.

### **Remarks from the Vice President for Academic Affairs**

Neal Abraham made the following announcements:

- A Freeman grant of approximately \$500,000 was announced. This grant will strengthen programs in Asian Studies, including supporting a tenure-track position in Chinese language and culture, faculty development opportunities, winter term subsidies, and study abroad opportunities in the area of Asian Studies.
- A proposed policy on peer review for term and part-time faculty members has been shared with COF and Department Chairs.

-- Proposals for requesting tenure-track positions starting in Fall 2003 (for searches to be conducted in 02-03) have been distributed to Department Chairs and Program Heads; request to RAS will be due in May.

### **Remarks from the President**

Bob Bottoms presented a brief report on the January Board of Trustees meeting during which the Board asked the administration to: (1) maintain progress on faculty salaries and funding for faculty development; (2) continue strengthening the use of technology on campus; (3) renovate the North Quad residence halls; (4) maintain the campus physical plant; and (5) decrease the spending rate from the endowment.

Bob Bottoms also made the following announcements:

-- The Board of Trustees has set a 4.5% compensation pool for faculty salary increases, with an additional 0.5% for increases in health insurance and 1.0% for promotions and other adjustments.

-- The Board of Trustees has set a 3.5% compensation pool for hourly staff, with an additional 0.5% for increases in health insurance.

-- The Board of Trustees has set a 3.0% compensation pool for administrative employees, with an additional 0.5% for increases in health insurance.

-- There are no plans to reduce staff except through attrition. Eight currently vacant positions, five administrative and three hourly, will not be filled.

-- Nominations for the Tucker award should be forwarded to the President's Office.

-- Admissions continues to report increases in the number of applicants and the quality of the applicant pool.

In response to a question about why the percentage increase for hourly employees is less than that for faculty, Bob Bottoms stated that this is based on priorities set by the Board of Trustees.

### **Old Business**

There was no old business

### **New Business**

A. Pam Propsom read the following statement:

I would like to put an item on the agenda for the next faculty meeting, or for discussion in another forum. I am concerned about faculty governance and control of the university's

academic life. This concern is based upon a number of recent and continuing events: the recent incident over the art department's promotional materials, the increasing level of administrative control on a number of fronts (for example, on university committees, in department functioning and job searches), and the fact that many senior faculty have opted out of committee work and faculty meetings, perhaps because they feel alienated by the means being employed to bring change to the university. Have faculty consciously abdicated governance or have they merely failed to respond to its erosion, in much the same way that they have accepted the "Faculty Recognition Dinner" being taken away and replaced with the celebration for the "Ubben Society of Teacher-Scholars"?

The Chair indicated that she would consult with Professor Propsom about the best way to set up such a forum.

B. After turning over the Chair's position to David Harvey, Martha Rainbolt moved to table the following motion:

In Section VI.B. 4 of the "By-Laws and Standing Rules of the Faculty," delete the sentence which reads: "Voting shall be by campus mail with ballots mailed individually." Substitute the following sentence: "Voting shall be conducted by an electronic ballot available to all voting members of the faculty for at least three week days."

The motion to table was passed.

Martha Rainbolt resumed her position as Chair.

### **Announcements**

Julianne Miranda reminded faculty about her recent e-mail regarding the service level agreement for technology classrooms.

Martha Rainbolt provided a handout on faculty committee vacancies and a timetable for Spring 2002 elections.

Martha Rainbolt asked for a sense of the faculty on allowing students and staff the opportunity to make brief (2-5 minutes) statements at faculty meetings. After a short discussion, a straw vote showed no sentiment in support of this idea.

### **Adjournment**

The meeting adjourned at approximately 5:30 PM.

David Harvey  
Secretary Substitute

**The Faculty of DePauw University**  
**Minutes of the Meeting of April 1, 2002**

**Call to Order**

Martha Rainbolt called the meeting to order at 4:06 PM in the Memorial Student Union Ballroom. At least 60 members of the Faculty were present at the beginning of the meeting.

**Approval of Previous Minutes**

There were no corrections or revisions to the minutes of the March, 2002 meeting. The minutes were approved as distributed.

**Reports from Coordinating Committees**

*Committee on Academic Policy and Planning*

A. Speaking for the Committee on Academic Policy and Planning (CAPP), Bruce Sanders moved to remove from the table the following motion: "That a Biochemistry major and minor be created at DePauw University." The proposal is outlined below.

*Proposal for a Biochemistry Major/Minor*

*Requirements for a major in Biochemistry:* A minimum of eight and three-quarters courses which must include the following: CHEM 120, CHEM 130, CHEM 170, CHEM 240, CHEM 260, CHEM 320, CHEM 341, CHEM 440, CHEM 441 and any two selected from: CHEM 342, BIO 314, BIO 320, BIO 361, and BIO 364. With the approval of their advisor, students may apply CHEM 335, CHEM 354, CHEM 364, BIO 390, or BIO 490 toward the second group of classes. Such courses should have a biochemical emphasis. No more than 0.5 course of research (CHEM 395, CHEM 405, and BIO 490) may be counted toward the major. The senior requirement consists of satisfactory performance on the Biochemistry Comprehensive Examination and satisfactory attendance at departmental seminars.

*Table 1: Synopsis of Biochemistry Major*

*Required Courses (6.75 credits):*

Chem 120: Structure & Properties of Organic Molecules (1 cr)  
Chem 130: Structure & Properties of Inorganic Molecules (1 cr)  
Chem 170: Stoichiometric Calculations (0.25 cr)  
Chem 240: Structure & Function of Biomolecules (1 cr)  
Chem 260: Thermodynamics, Kinetics, and Equilibrium (1cr)  
Chem 320: Organic Mechanism and Synthesis (1cr)

Chem 341: Advanced Biochemistry (0.5 cr) (Note: Now 1/2 credit course)  
Chem 440: Biophysical Chemistry (0.5 cr) (Note: A new course)  
Chem 441: Biochemical Methods (0.5 cr) (Note: Formerly part of Chem 341)

*Elective Courses (2 credits from the following courses):*

Chem 342: Topics in Biochemistry (0.5 cr)  
Bio 314: Cell Biology and Biochemistry (1.0 cr)  
Bio 320: Genetics (1.0 cr)  
Bio 361: Immunology (1.0 cr)  
Bio 364: Molecular Genetics (1.0 cr)  
The following may apply w/approval of advisor, provided they involve a biochemical topic. No more than 0.5 cr of research may apply.  
Chem 335, 354, 364: Topics in different subdisciplines in chemistry (0.5 cr)  
Bio 390: Topics (variable)  
Chem 395: Independent study (variable)  
Chem 405: Thesis (0.25 cr)  
Bio 490: Research Problems (0.5 cr)

*Senior Requirement:*

A comprehensive exam based upon the literature will be given four times during the senior year. Satisfactory attendance at departmental seminars during the junior and senior year is also required.

*Total for the major: 8.75 credits*

*Courses Required via Prerequisite Structure (total 5.0 courses):*

Bio 120: Introduction to Cell Biology (0.5 cr) (Note: Prereq for Chem 341)  
Bio 140: Introduction to Genetics (0.5 cr) (Note: Prereq for Chem 341)  
Bio 220: Molecular Biology (1 cr) (Note: Prereq for Chem 441)  
Phys 121: Principles of Physics I (1.0 cr) (Note: Prereq for Chem 440)  
Phys 122: Principles of Physics II (1.0 cr) (Note: Prereq for Chem 440)  
Math 151: Calculus I (1.0 cr) (Note: Prereq for Chem 440)

*Requirements for a minor in Biochemistry:* Five and a quarter courses, which must include CHEM 120, CHEM 170, CHEM 240, CHEM 260 and CHEM 341, and 1.5 courses chosen from the following: CHEM 342, BIO 314, BIO 320, BIO 361, BIO 364. With the approval of their advisor, students may apply chemistry 300 or 400 level courses, BIO 390, or BIO 490 toward the second group of classes. Such courses should have a biochemical emphasis. No more than 0.5 course of research (CHEM 395, CHEM 405, BIO 490) may be counted toward the minor.

Jackie Roberts gave a brief overview of the developmental history of the biochemistry major and the importance of this major to the DePauw curriculum.

The motion passed.



B. Bruce Sanders, for CAPP, presented a motion to make the following changes to the School of Music curriculum:

1. In any semester, credit for only one large and one small ensemble may count toward the course credit total required for graduation (in the case of College of Liberal Arts students) or toward the number of ensembles required by the degree program for graduation (in the case of School of Music students).
2. Grades earned in ensembles will not be calculated in the GPA.
3. Students in the College of Liberal Arts may apply only four course credits of participatory music courses toward the 31 course credits required for graduation. This category includes applied music lessons (MUS BAS-VOC), applied music classes (MUS 901-920), dance classes (MUS 171-179), and ensembles (MUS 271-289).

The motion passed.

C. Bruce Sanders announced that the Resource Allocation Subcommittee (RAS) had requested that CAPP provide to RAS an overview of the university faculty staffing situation. To that end, CAPP had summarized self-study and visiting team reports for departments that had been recently reviewed, and chairs would soon receive drafts of the summary for their department so they could comment on their summaries before the final versions were sent to RAS.

### ***Committee on Faculty***

Speaking for the Committee on Faculty (COF), Vic DeCarlo:

-- reported that COF continued to work on interim review cases.

-- announced that the annual meeting with COF for faculty undergoing review for interim, tenure, or promotion next year would be on Wednesday, May 1, 2002, at 4:00 p.m. at the Walden Inn.

### ***Committee on Management of Academic Operations***

A. Speaking for the Committee on Management of Academic Operations, Barbara Whitehead presented a motion to approve the following changes in credit: HONR 171 (Media Fellows F-Y Sem I) from .5 to 1 credit and HONR 172 (Media Fellows F-Y Sem II) from .5 to 1 credit.

The motion passed.

B. For the committee, Barbara Whitehead removed from the table a motion to make a change in the Group 6 requirements.

Currently, the Group 6 requirements read:

Group 6. Self-Expression: one and one-half courses or the equivalent. All methods of fulfilling this requirement must include actual participation as a major part of the course or activity. Students choosing to fulfill this group must complete at least one-half course in health and physical performance (HPP) activities courses. The minimum required for this group is .5 course or the equivalent which may be either HPP activities or other options listed.

ART any studio art course

HPP Activity Courses\*

COMM 111, 201, 223

MUS 171-179, Applied Music\*\*

\*Only one course is applicable toward the bachelor's degree and Group 6.

\*\*No more than four courses apply toward the bachelor's degree.

Music Ensembles--Students must complete satisfactorily two (equivalent of one-half course) or four (equivalent of one course) consecutive semesters in one of the following ensembles: MUS 271, 273, 275, 276, 279, 285, 289, 291, 296A, 296B. When Group 6 is satisfied in this manner, no academic credit is awarded toward the 31 courses required for graduation.

Co-curricular participation--The equivalent of one-fourth course may be earned in any semester through non-credit participation in Little Theatre, Forensic Team, Eye on the World, Midwestern Review, Mirage, student TV or WGRE-FM faculty-directed activities. Also, editors and writers of The DePauw earn the equivalent of one-half activity credit per semester. No academic credit is awarded toward the 31 courses required for graduation.

New Language (Additions and changes in brackets):

Group 6. Self-Expression: one and one-half courses or the equivalent.

All methods of fulfilling the Group 6 requirement must include actual participation as a major part of the course or activity. Students choosing to fulfill this group must complete at least one-half course in health and physical performance (HPP) activities courses. The minimum required for this group is one-half course or the equivalent, which may be either HPP activities or other options listed. [Students in the College of Liberal Arts (including music majors) may apply only one course credit from participatory courses in music to the Group 6 requirement.]

ART any studio art course

COMM 111, 201, 223

HPP activity courses

[MUS Participatory courses in music include applied music lessons (MUS BAS-VOC), applied music classes (MUS 901-920), dance classes (MUS 171-179), and ensembles (MUS 271-289)\*\*.]

\*Only one course is applicable toward the bachelor's degree and Group 6.

[\*\*In any semester, credit for only one large and one small music ensemble may count toward the course credit total required for graduation and toward Group 6.]

Co-curricular participation--The equivalent of one-fourth course may be earned in any semester through non-credit participation in Little Theatre, Forensic Team, Eye on the World, Midwestern Review, Mirage, student TV or WGRE-FM faculty-directed activities. Also, editors and writers of The DePauw earn the equivalent of one-half activity credit per semester. No academic credit is awarded toward the 31 courses required for graduation.

Carl Huffman proposed a friendly amendment to the motion to remove the sentence "Students in the College of Liberal Arts (including music majors) may apply only one course credit from participatory courses in music to the Group 6 requirement." He pointed out that this sentence was not necessary because the Group 6 requirement clearly indicated that students may apply only one course credit from participatory courses in any department to the Group 6 requirement.

The friendly amendment was accepted.

The motion, as amended, passed.

C. For the committee, Barbara Whitehead announced that a new half-credit course (EXP: Traditions Transformed: African American Folklife) in Black Studies was approved by MAO.

### ***Student Life and Academic Atmosphere Committee***

Speaking for the Student Life and Academic Atmosphere Committee (SLAAC), Sue Balter-Reitz announced that the committee continues its work on revising the AIDS policy and on revising the statement on academic honesty.

### **Reports from other Committees**

#### ***Faculty Development Committee***

Speaking for the Faculty Development Committee, Bridget Gourley made the following announcements:

-- the deadline for proposals to secure funding from the Professional Development Fund for summer and early fall projects is April 26, 2002.

- All proposals for Faculty/Student Summer Research Collaborations were approved.
- 29 of 42 proposals for summer stipends were approved.

### ***Committee on Administration***

Speaking for the Committee on Administration, Craig Pare announced that a Faculty Morale Survey was being administered and encouraged all faculty to participate.

### ***First Year Seminar Committee***

Speaking for the First-Year Seminar Committee, Dave Berque announced an upcoming workshop (April 10, 2002).

### **Remarks from the Vice President for Academic Affairs**

Neal Abraham made the following announcements:

- An Andrew Mellon Foundation grant was made to Rebecca Schindler and Pedar Foss to establish a center for Mediterranean Research.
- Reminded faculty to conduct peer observations in a timely manner.
- The scholarship committees of IFC and Panhel have asked faculty for help regarding the academic performance of student members. Faculty members were cautioned not to reveal academic performance information about students to other students.
- The Administration is consulting with the Committee on Administration about plans for salary raises.

Neal Abraham asked if there were any questions.

Pam Propsom asked when the budget request program would be available. Neal Abraham answered that it would be available during the middle to end of the current week.

Bryan Hanson asked if the University participated in the National Survey of Student Engagement. Neal Abraham answered that we have participated twice and that he would share the results by posting them on the DePauw website.

### **Remarks from the President**

Bob Bottoms announced that three new endowed Chairs were created this year in Art (TBA), Romance Languages (Jim Rambo), and Biology (Bob Stark).

Barbara Bean was awarded the Peck Chair in Creative Writing.

Faculty members were encouraged to attend the faculty recognition dinner. The rationale for recent changes that were made to the dinner was explained.

An admissions update was presented. Applications for admission are up 11%, paid deposits are up 40%, and the percentage of applicants admitted dropped to 68%. 205 people are wait-listed this year versus 100 at this time last year. The President concluded his remarks by stating that all signs regarding admissions are very positive.

### **Old Business**

Martha Rainbolt stepped down from Chairing the meeting and asked Fred Soster to serve as acting Chair.

Martha Rainbolt moved to remove the following motion from the table:

In Section VI.B. 4 of the "By-Laws and Standing Rules of the Faculty," delete the sentence which reads: "Voting shall be by campus mail with ballots mailed individually." Substitute the following sentence: **"Voting shall be conducted by an electronic ballot available to all voting members of the faculty for at least three week days."**

Sue Balter-Reitz seconded the motion to remove from the table.

There was no discussion.

The motion passed.

Martha Rainbolt answered two questions from Dana Dudle about procedural issues regarding the electronic ballots.

Martha Rainbolt announced that Dave Harvey and Fred Soster would serve as clerks to assist her in certification of the faculty election results.

### **New Business**

Martha Rainbolt moved to table the following motion:

In Section XVI. A. of the Standing Rules, delete the sentence which reads: "The regular meeting of the faculty shall be at 4:00 P.M. on the first Monday of each month, with the exception of September, when it shall be on the second Monday at 4:00 P.M." Substitute the following sentence: "The regular meeting of the faculty shall be held once a month during the academic year. The time and place of these regular meetings shall be determined and announced to all faculty by August 15th of each year; any necessary changes in the time or place of the meeting shall be announced at least 30 days prior to the meeting."

[If the above motion passes at the May Faculty meeting, the 2002-03 faculty meetings will be held at 4 P.M.on the first THURSDAY of the month in Thompson Recital Hall. (M. Rainbolt)]

The motion was tabled.

Martha Rainbolt resumed her position as Chair.

### **Announcements**

Rebecca Schindler, Marthe Chandler, and Rick Hill made announcements about upcoming events.

Meryl Altman alerted faculty to changes in the English Department curriculum and asked faculty to watch for electronic mail regarding these changes.

### **Adjournment**

The meeting adjourned at 4:58 PM.

Fred Soster  
Secretary Substitute

## **Minutes of the meeting of May 6, 2002: The Faculty of DePauw University**

### **Call to Order**

The meeting was called to order by Martha Rainbolt at 4:05 p.m. in room 301 Harrison Hall. Approximately 90 were eventually in attendance.

### **Approval of Previous Minutes**

The minutes of the April meeting were approved as distributed.

### **Committee on Academic Policy and Planning**

For the committee, Bruce Sanders moved that the name of the department of Health and Physical Performance be changed to Kinesiology, and that the name of the Sports Science emphasis be changed to Sports and Exercise Science. After a few questions, the motion passed.

For the committee, Bruce Sanders moved that the Public Administration minor be eliminated. After he explained that some of the courses making up the minor were no longer offered, the motion passed.

Bruce Sanders said that the committee will be considering the general education requirements and solicited comments from members of the faculty.

### **Committee on Faculty**

Vic DeCarlo moved that a change in the wording of personnel policies in the faculty Handbook be placed on the table. He discussed the changes and answered several questions from faculty members.

The text of the changes is as follows:

That Section IV.C.3.a (under "Personnel Committee Procedure") of the Personnel Policies of the Academic Handbook be revised as follows:

#### **NEW WORDING**

3. The committee may solicit other relevant information from the following:

a. persons outside the University who are qualified to judge an appropriate aspect of the decision file. The committee must notify the candidate that it intends to seek letters from persons outside the University. The committee must limit its solicitation to external evaluators agreeable to both the candidate and the committee.

### **OLD WORDING**

3. The committee may solicit other relevant information from the following:

a. persons outside the University who are qualified to judge an appropriate aspect of the candidate's professional competence. However, if the candidate requests it, the committee shall solicit such judgment, selecting the external evaluator(s) agreeable to both the candidate and the committee.

The motion to place on the table passed.

Vic DeCarlo posed the question, is early promotion allowed by the faculty Handbook? He said that various passages in the Handbook could be interpreted in different ways and asked for faculty opinion on the subject. He said that there were three alternatives,

1. Early promotion, not linked to tenure.
2. Early promotion, with tenure granted.
3. No promotion before the tenure review.

There was considerable discussion, at the end of which Martha Rainbolt distributed ballots for a straw poll. Later in the meeting it was announced that the tally was

1. 12 2. 21 3. 44 Other 7.

### **Committee on the Management of Academic Operations**

For the committee, Barbara Whitehead moved that footnote four, "The three-hour bank is reserved for 300-level courses or above (except for labs)", be dropped from the new timebank schedule.

The motion passed.

Barbara Whitehead had some announcements:

The School of Music has a new recital attendance policy.

Imbalances in scheduling will be considered in an open meeting in September.

Grades of Incomplete must now be made up by the second week in the semester after the grade was given.

### **Student Life and Academic Atmosphere Committee**



Sue Balter-Reitz noted that a draft of a new academic integrity policy had been distributed. She outlined some of the changes from the previous policy and asked for comments from members of the faculty before it is brought up for passage in the fall.

Sue Balter-Reisz moved that the faculty endorse the University policy on AIDS, copies of which had been distributed. After some discussion, the motion passed.

### **Faculty Development Committee**

Bridget Gourley mentioned some deadlines.

### **Committee on Administration**

Craig Paré had distributed the results of the faculty attitude survey. He said that the committee would discuss it in the fall and possibly make recommendations.

### **First-Year Seminar Committee**

Dave Berque said that there was no report. (Scattered applause.)

### **Affirmative Action Committee**

Eric Edberg made some announcements, including the possibility that the committee will have a change of name.

### **Remarks from the Vice President of Academic Affairs**

Neal Abraham mentioned several items, including

- deadlines for nominations for various posts
- the compensation survey
- the discussion of interdisciplinary work by the Board of Trustees Committee on Academic Affairs
- the Mellon grant for faculty career enhancement planning
- possible topics for the August Faculty Institute
- the academic awards convocation.

There were some questions about salaries and benefits.

### **Remarks from the President**

Bob Bottoms also mentioned several items, including

- DePauw's budget (balanced)
- enrollment for the fall (large)
- salaries, both faculty and staff
- endowment earnings, unfortunately not increasing
- Rector Hall, to be in use for the fall semester
- new housing, eight duplexes, also to be ready for the fall
- the faculty petition to the Board of Trustees, and Judson Green's response
- diversity in the faculty and student body

He said that there would be an open meeting on May 13 to discuss some of these matters.

## **Old Business**

Woody Dudley moved to remove from the table the motion to delete from the Standing Rules of the faculty the sentence

**The regular meeting of the faculty shall be at 4 p.m. on the first Monday of each month, with the exception of September, when it shall be the second Monday at 4 p.m.**

and replace it with

**The regular meeting of the faculty shall be held once a month during the academic year. The time and place of these regular meetings shall be determined and announced, by the chair of the faculty, to all faculty by May 1 of the previous academic year.**

The motion to remove from the table passed.

The motion before the meeting became that the previous motion be approved and that meetings for 2002-03 take place on Thursdays. There was discussion, as a result of which the last part of the motion, about meetings taking place on Thursday, became a separate motion.

The motion to meet on Thursdays was defeated.

After discussion,  
the original motion passed.

## **New Business**

Marthe Chandler moved to place on the table the motion

**That Philosophy be moved from Division 2 to Division 4. This shift in placement will take effect beginning with the 2003-04 academic year, so elections in the spring of 2003 will reflect this change. (All members from the Philosophy department currently serving on or recently elected to faculty committees will complete their terms of service as elected and continue to represent the division from which they were elected.)**

After discussion,  
the motion to place on the table passed.

## **New Business**

Martha Rainbolt moved to place on the table the motion to change the first sentence in the description of the membership of the Committee on Administration from **Membership of this committee shall be appointees of the President and seven faculty members elected by the faculty.**

to

**Membership of this committee shall be appointees of the President and seven faculty members elected by the faculty, of which no more than two may be from one division and no more than one from each department.**

The motion to place on the table passed.

Nafat Nasr moved that the faculty authorize the Board of Trustees to confer degrees on all eligible students.

The motion passed.

## **Announcement**

Martha Rainbolt announced that the results of the faculty elections were available. They are as follows:

1. CAPP, 3 yr, Nancy Davis
2. Chair of the Faculty, 3 yr, Martha Rainbolt
3. COA, 3 yr, William Little
4. COA, 1 yr, Meryl Altman
5. COF, 3 yr, Karin Ahlm
6. Faculty Development, 1 yr, Robert Kingsley
7. GLCA representative, 3 yr, Tom Ball
8. Hartman Center, 3 yr, Douglas Harms
9. Honorary degrees, 3 yr, Peter Graham
10. Honorary degrees, fall replacement, Inge Aures
11. International Education, two 3 yr terms, Kevin Kinney and Glenn Kuecker
12. International Education, 1 yr, Maria Luque-Eckrich
13. Public Occasions, 4 yr, Maurice Manning
14. Public Occasions, 1 yr, David Newman
15. Student Publications, two 2yr terms, Barbara Bean and Greg Schwipps
16. Student Publications, spring replacement, Erik Wielenberg
17. Teacher Education, spring replacement, Kerry Pannell

The complete list of faculty committee membership is located on the faculty governance page under faculty e-services or you may click on <http://www.depauw.edu/acad/facgov/faccomm02.htm>

Faculty Committee Vacancies for 2002-03

1. CAPP – Division 4 - one 1yr.
2. MAO – Division 4 - one 1yr
3. COF – at-large – one fall replacement and one yr
  
4. Review Boards 02/03 – Division 1: one member, two alternates  
Division 3: one alternate  
Division 4: one member, two alternates
5. Review Boards 03/04 – Division 1: two alternates  
Division 3: two members, two alternates  
Division 4: one member, two alternates
6. Parliamentarian – one 2yr.
7. Division officers: – Division 1: Chair  
Division 3: Third member of nominating committee

**Adjournment**

Martha Rainbolt adjourned the meeting at 6:11 p.m.

Respectfully submitted,

Woody Dudley  
Temporary Note-taker