

**Agenda**  
For the Faculty Meeting of September 11, 1995

1. **Call to Order--7:00 p.m., Thompson Recital Hall**
2. **Approval of Previous Minutes**
3. **Reports of Coordinating Committees**

**Committee on Academic Policy and Planning (Kathy Davis)**

- a. Motion: "Beginning with the 1996 entering class the School of Music will be authorized to offer the following degrees:
  1. Bachelor of Music--available to students who major in Performance (or choose a performance emphasis within the Music Business or Double Major programs) and Composition.
  2. Bachelor of Musical Arts--available to students who major in Music (as a general subject), Music/Business (with a general, not performance, emphasis), and Music (with a general, not performance, emphasis) in conjunction with a liberal arts major.
  3. Bachelor of Music Education--available to students who wish to become certified to teach K-12.
- b. Announcements
  1. Resource Allocation Subcommittee report--ranking of faculty position requests

**Committee on Faculty (Gary Lemon)**

- a. Announcements

**Committee on Management of Academic Operations (Jim Mills)**

- a. Academic calendar for 1996-97 and 1997-98
- b. Announcements

**Scholastic Achievement Committee (Dan Shannon)**

- a. Announcements

4. **Reports from other Committees**
  - a. Faculty Development Committee (Karin Ahlm)      Announcements
  - b. Assessment Committee (Karin Ahlm)              Announcements
5. **Remarks from the President**
6. **Old Business**
7. **New Business**
8. **Announcements**
9. **Adjournment**

THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF SEPTEMBER 11, 1995

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:05 p.m. in Thompson Recital Hall with approximately 65 faculty members present.

MOTION REGARDING ATTENDANCE

Prof. Robert Newton moved: "That the following persons be allowed to attend this faculty meeting: Vice Presidents of Academic Affairs, Development and Alumni Relations, Finance; Executive Director of Development; Deans of Academic Services, Admissions, Students; Registrar; and Associate Dean of Students and Director of Greek Life; and that those who wish be allowed to make a presentation to the Faculty at an appropriate time." Professor Nafhat Nasr seconded the motion; the question was called. The motion was approved.

APPROVAL OF PREVIOUS MINUTES

Minutes of the May 1, 1995, meeting were approved with one editorial change on page three, "Remarks from the President". The last sentence on that page should read: "The faculty salary pool was increased 5 percent above current salaries for the next year, ..."

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

Prof. Kathy Davis moved to place the following motion on the table: "Beginning with the 1995 entering class the School of Music will be authorized to offer the following degrees:

1. **Bachelor of Music**--available to students who major in Performance (or choose a performance emphasis within the Music Business or Double Major programs) and Composition.
2. **Bachelor of Musical Arts**--available to students who major in Music (as a general subject), Music/Business (with a general, not performance, emphasis), and Music (with a general, not performance, emphasis) in conjunction with a liberal arts major.
3. **Bachelor of Music Education**--available to students who wish to become certified to teach K-12."

Prof. Davis called on Prof. John Schlotterbeck, chair of the Resource Allocation Subcommittee, to discuss the ranking of faculty position requests. He stated that the subcommittee met four times to consider tenure track requests (ten requests from nine departments). Departmental requests were read, departments were interviewed, contributions to liberal arts instruction and essential departmental needs were some of the criteria used by the subcommittee. Requests from

the departments were ranked as follows: Classical Studies, Biological Sciences, Music Education, Communication, Economics, Religious Studies, Biological Sciences, Computer Science, HPER and the W Center. Provost DiLillo reported that the administration would announce in two weeks how many and which requests would be filled.

#### COMMITTEE ON FACULTY (COF)

Prof. Robert Newton announced the committee will interview department chairs whose reviews are due: Fred Soster, Gloria Townsend, Victor DeCarlo, Richard Smock and Nancy Davis. Letters concerning these evaluations are due by September 18, 1995, and should be addressed to Prof. Gary Lemon, c/o Academic Affairs.

Prof. Newton moved to place the following motion regarding proposed changes of the Faculty Handbook on the table: "V.A. Teaching effectiveness shall be considered paramount in all personnel decisions. Candidates are required to provide broad-based and representative evidence of teaching effectiveness. Tenured faculty under consideration for promotion can satisfy this requirement most easily by providing complete sets of student evaluation for three or four semester. **{ "Complete sets" means all forms that have been filled out by students, the original jackets supplied by the Office of Institutional Research (which include data on the number of students enrolled in the course and the number of students present and completing the forms) and the statistical reports of the OIR. }** If such evaluations are not provided, other evidence of teaching effectiveness (including broadly-based student input) must be submitted. **{ Such "other evidence" might include the following procedures conducted by the DPC or by appropriate evaluator(s) external to the department or the University: systematic peer observation and evaluation of classroom, laboratory, and studio teaching; thorough and representative sampling of the judgments of former students; in-depth interviews of students; and detailed evaluation of syllabi. }** Candidates are required to show evidence in all of the following:

A second motion ( regarding Standing Rules) was presented by Prof. Newton. It read: "Understanding that further changes may be needed and that voting privileges are defined elsewhere and not included in authorization to attend faculty meetings, that Standing Rules be amended as follows: **B. In addition to faculty members (Articles I, II.B.), the following persons may attend faculty meetings as observers and, where appropriate, make presentations and participate in discussion but not in voting.**

1. non-faculty persons with teaching responsibilities during the period in which they teach,
2. Vice-Presidents (3): of the University, of Development and Alumni Relations, and of Finance;
3. Executive Director of Development
4. Deans (3): of Academic Services, of Admissions, of Students;
5. Registrar;
6. student members of coordinating committees;

7. President of the Student Body
8. Director of Public Relations; **and**
9. others to whom permission is granted by majority faculty vote at the beginning of the meeting."

Discussion of the motion followed. Prof. Newton explained the history of dealing with observers saying that " a faculty meeting is simply not an 'open' meeting". Prof. Bridget Dibble expressed concern about the "VP of Academic Affairs"; she thought the term might cause confusion in the future. Prof. John Morrill questioned the phrase "where appropriate". Prof. Mary English pointed out that the motion makes no mention of student media. Prof. Bruce Stinebrickner stated that the Dean of Academic Affairs is not mentioned (Dr. DiLillo said the current dean is a member of the faculty). Provost DiLillo stated that this is an intermediate step leading to a more permanent solution. Prof. Tom Emery said that at a previous meeting he had made a motion that carried whereby the media could attend every faculty meeting.

Prof. Emery moved to amend the motion: #9. "others to whom permission is granted by the faculty". Seconded by Prof. Art Evans. Prof. Morrill stated that with this amendment there is no way to adjudicate appropriateness. The Provost's interpretation is that the media is not allowed to speak during a meeting. Suggestions and concerns for changes were made by Professors English, Emery, Rainbolt, Watt, Stark and Nasr. Prof. Morrill questioned whether opening the meeting would change faculty meetings from a place of faculty discussion and legislation to a town meeting.

Prof. Eric Edberg moved that the motion be referred back to the committee for further consideration. Seconded by Paul Watt. Prof. Cynthia Cornell stated that as the motion became more specific it seemed more mean spirited. Prof. Newton thought, perhaps, the committee might not be able to do any better. He was opposed to the referral back to the committee. Prof. Morrill requested more tightly written language. The motion to return the issue to committee passed.

Prof. Edberg asked about voting privileges for the Dean of the School of Music. Provost DiLillo said the person in that position may vote because the position carries faculty rank.

Provost DiLillo requested that concerns and suggestions be sent to Prof. Gary Lemon.

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

Prof. Jim Mills announced that Division 4 needs another member on MAO. Also, course change proposals are due to MAO by October 16th.

He moved , for MAO, "to add new courses:

ARTH 295	Art, Experience, Criticism: From Modernism to Postmodernism (1 credit)
BIOS 395	Intern Topics (1/2-1 credit)

HONR 310	Management Readings/Business Writing	(1 credit)
HONR 400	Management Fellows Senior Seminar	(1 credit)
SPAN 442	Spanish Literature	(1 credit)
SPAN 332	Spanish Reading and Grammar	(1 credit)
SPAN 444	Spanish American Literature	(1 credit)

to discontinue the following courses:

HONR 255	Business Writing
HONR 312	Management Readings
SPAN 345	Drama and Poetry of Spain
SPAN 350	Prose and Poetry of Spanish America
SPAN 445	Novel of Spain
SPAN 450	Novel of Spanish America."

The motion passed.

Prof Mills announced the change in the following course numbers:

SPAN 333 to SPAN 330	Spanish Conversation and Phonetics
SPAN 430 to SPAN 451	Creative Spanish
FREN 491-492 to FREN 427-428	Advanced Readings and Projects in French
ITAL 491-492 to ITAL 471-472	Advanced Readings and Projects in Italian
PORT 491-492 to PORT 481-482	Advanced Readings and Projects in Portuguese.

Prof. Mills also announced the title change for SPAN 231-232 from Second Year Spanish I-II to Intermediate Spanish I-II and to change the credit for ART 390, Studio Art Topics, from 1 course to variable credit, 1/2-1 course.

For the MAO Committee, Prof. Mills also presented the proposed 1996-97 calendar:

<u>First Semester</u>	<u>1996-97</u>	<u>1997-98</u>
Opening Day	August 24	August 23
Classes Begin	August 29	August 28
Fall Break	October 10-11	October 9-10
Thanksgiving	Nov. 22-Dec. 2	Nov. 21-Dec. 1
Last day of Classes	December 13	December 12
Final exams	December 16-19	December 15-18
Christmas Break	December 19(5 p.m.)	December 18 (5 p.m.)
Grades Due	December 30	December 29

Winter Term

4 week(M-F)	January 6-31	January 5-30
On campus	January 8-29	January 7-28

Second Semester

Classes Begin	February 3	February 2
Spring Break	Mar. 28-Apr. 7	Mar. 27-Apr. 6
Last class day	May 15	May 14
Final exams	May 17,19,20,21	May 16,18,19,20
Commencement	May 24 (Memorial Weekend)	May 23 (Memorial Weekend)

Faculty have the opportunity to provide feedback to the committee prior to September 22nd. It will again be brought to the faculty in October.

#### SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Dan Shannon reported for SAC regarding Rush. The timing for Rush does not work well within the academic calendar, and a faculty survey shows a desire for Rush to be moved. A survey of students indicates they believe placing Rush in the calendar indicates institutional support which the faculty undermines by assigning papers and tests. The committee believes that moving Rush outside the academic calendar may not be the solution but may remove the conflict. SAC will issue its recommendation at the faculty meeting next month.

Dean of Students Alan Hill spoke to the issue of faculty being concerned about social activities during academics. He announced that all first-year students were told that they are held accountable for classes, tests, etc. Academics have priority over social activities.

Dean Hill introduced Teresa Loser, Associate Dean of Students and Director of Greek Life, who announced that she is working with Panhell and IFC to improve pledging practices. Each house is required to have a manual.

#### REPORTS FROM OTHER COMMITTEES

##### FACULTY DEVELOPMENT COMMITTEE (FDC)

Prof. Karin Ahlm announced that faculty per diem is now \$100 and that faculty members may use up to \$1800 over a three year period from professional conference funds. December 18th is the deadline for Research and Professional Development requests and October 23rd is the deadline for Fisher Fellowships and leave (full year and fall 1996) requests. A sabbatical luncheon is scheduled the week of September 11th.

##### ASSESSMENT COMMITTEE

Prof. Ahlm announced that departments will receive word on assessment plans next week. A forum next month is planned to discuss the assessment of general education.

### REMARKS FROM THE PRESIDENT

President Robert Bottoms announced the President's Discretionary Fund now has \$30,000 less in it because the money was used to increase the per diem money for faculty.

He invited faculty to send him an e-mail if they were willing to participate in discussion about increasing college matriculation of Indiana high school students.

The Wood Street Forums series begins September 26th from 7-9 p.m. Acting Dean of Academic Affairs, Bob Garrett, will be the moderator. The topic is residence life and its enhancement.

### OLD BUSINESS

None.

### NEW BUSINESS

Prof. Bob Stark requested an actual enrollment figure for this year. Provost DiLillo indicated that it will be forthcoming as soon as registration is closed.

### ANNOUNCEMENTS

Prof. Art Evans announced that a group working on Latin American Studies will meet alternate Wednesday mornings at 10 a.m. in EC 109 beginning September 20th.

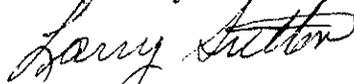
Provost DiLillo announced the search continues for the Dean of Academic Affairs. He is pleased that Bob Garrett has agreed to serve while the search continues. The Provost will appoint a screening committee consisting of 5 persons: one from each division and one from the School of Music. Volunteers or nominations should contact the Provost by September 22nd.

The Provost announced that 30 faculty will receive merit bonuses of \$3000 each on Tuesday, September 12th. Criteria for these awards included: teaching effectiveness, scholarship, and service to the university.

### ADJOURNMENT

Provost DiLillo adjourned the meeting at 8:30 p.m.

Respectfully submitted,



Larry Sutton

Secretary Pro Tem of the Faculty

## Agenda

For the Faculty Meeting of October 2, 1995

1. **Call to Order--7:00 p.m., Thompson Recital Hall**
2. **Approval of Previous Minutes**
3. **Reports of Coordinating Committees**

### **Committee on Academic Policy and Planning (Kathy Davis)**

- a. Motion: (To be removed from the table) "Beginning with the 1996 entering class the School of Music will be authorized to offer the following degrees:
  1. Bachelor of Music--available to students who major in Performance (or choose a performance emphasis within the Music Business or Double Major programs) and Composition.
  2. Bachelor of Musical Arts--available to students who major in Music (as a general subject), Music/Business (with a general, not performance, emphasis), and Music (with a general, not performance, emphasis) in conjunction with a liberal arts major.
  3. Bachelor of Music Education--available to students who wish to become certified to teach K-12.
- b. Announcements
  1. Resource Allocation Subcommittee report

### **Committee on Faculty (Gary Lemon)**

- a. Motion: (To be removed from the table)"V.A. Teaching effectiveness shall be considered paramount in all personnel decisions. Candidates are required to provide broad-based and representative evidence of teaching effectiveness. Tenured faculty under consideration for promotion can satisfy this requirement most easily by providing complete sets of student evaluation for three or four semesters. **"Complete sets" means all forms that have been filled out by students, the original jackets supplied by the Office of Institutional Research (which include data on the number of students enrolled in the course and the number of students present and completing the forms) and the statistical reports of the OIR.)** If such evaluations are not provided, other evidence of teaching effectiveness (including broadly-based student input) must be submitted. **Such "other evidence" might include the following procedures conducted by the DPC or by appropriate evaluator(s) external to the department or the University: systematic peer observation and evaluation of classroom, laboratory, and studio teaching; thorough and representative sampling of the judgments of former students; in-depth interviews of students; and detailed evaluation of syllabi.** Candidates are required to show evidence in all of the following:
  - b. Report/Motion regarding Standing Rules--Articles I,II,B
  - c. Announcements

SEP 28 1995

(over)

**Committee on Management of Academic Operations (Jim Mills)**

- a. Motion: "To add the following new courses:  
    HPER 366 Injury Recognition and Evaluation I     1 course  
    HPER 367 Injury Recognition and Evaluation II     1 course"
- b. Motion: "To drop HPER 354, Advanced Sports Medicine and Injury Evaluation (1 course)"
- c. Motion: (To be removed from the table) "To add HIST 115, Colonial Latin America, to the list of courses that satisfy Group 4."
- d. Motion: "To change the departmental name from Health, Physical Education and Recreation to Health and Physical Performance"
- e. Announcements:
  - HIST 221     Change title from France to Napoleon to France from Charlemagne to Napoleon
  - HIST 241     Change title from Tsarist Russia to Russian History to the 19th Century
  - HIST 255     Change title from Land & Labor in Africa to Economic Transformations in Africa
  - HIST 263     Change title from The Founding of American Civilization to The Founding of United States Civilization
  - HIST 264     Change title from Growth of the American Republic to Nineteenth Century United States
  - HPER 406     Change title from Administrative Management of Physical Education and Sport to Administration and Risk Management
  - HIST 340     Change course number from HIST 340 to 240, Modern Germany

1996-97 Calendar and 1997-98 Calendar

**Scholastic Achievement Committee (Dan Shannon)**

- a. Announcements
4. **Reports from other Committees**
- a. Faculty Development Committee (Karin Ahlm)     Announcements
  - b. Assessment Committee (Karin Ahlm)     Announcements
5. **Remarks from the President**
6. **Old Business**
7. **New Business**
8. **Announcements**
9. **Adjournment**

THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF OCTOBER 2, 1995

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:05 p.m. in Thompson Recital Hall with approximately 71 faculty members present.

MOTION REGARDING ATTENDANCE

Gary Lemon moved (for this meeting only): "That the following persons be allowed to attend this faculty meeting: Vice Presidents of the University for Development, Alumni Relations, and Finance; Executive Director of Development; Deans of Academic Affairs, Academic Services, Admissions, Students; Registrar; Director of Fifth Year and Travel Grant Programs/Winter Term Coordinator; representatives (2 from each) of *The DePauw*, *WGRE*, and *The Evening Edition* and that those with prior permission from the Presiding Officer be allowed to make a presentation to the Faculty at an appropriate time." The motion was seconded by Pam Propsom. Motion carried.

APPROVAL OF PREVIOUS MINUTES

Minutes of the September 11, 1995 meeting were approved as distributed.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

Kathy Davis moved to remove from the table the motion: "Beginning with the 1996 entering class the School of Music will be authorized to offer the following degrees:

1. **Bachelor of Music**--available to students who major in Performance (or choose a performance emphasis within the Music Business or Double Major programs) and Composition.
2. **Bachelor of Musical Arts**--available to students who major in Music (as a general subject), Music/Business (with a general, not performance, emphasis), and Music (with a general, not performance, emphasis) in conjunction with a liberal arts major.
3. **Bachelor of Music Education**--available to students who wish to become certified to teach K-12."

Marthe Chandler seconded the motion. Dean Patricia Jones explained that this motion clarifies the differences among the three degrees. The motion carried.

COMMITTEE ON FACULTY (COF)

Gary Lemon moved: "Understanding that further changes may be needed and that voting privileges are defined elsewhere and not included in authorization to attend faculty meetings, that Standing Rules be amended as follows: XVI. Standing Rules...

**B. Faculty members (By-Laws I) may attend faculty meetings, participate freely in discussions and, if authorized (By-Laws II.C), vote.**

**C. The following persons may attend faculty meetings and, when recognized by the Presiding Officer, make presentations, respond to questions, participate in discussions, but not vote:**

1. non-faculty persons with teaching responsibilities during the period in which they teach,

2. **Vice Presidents (3): of the University, of Development and Alumni Relations, and of Finance;**
  3. **Deans (4): of Academic Affairs, of Academic Services, of Admissions, of Students;**
  4. **Registrar.**
- D. The following persons may attend faculty meetings as observers, and, by prior agreement with the Presiding Officer, make presentations and respond to questions, but not vote:**
1. **Executive Director of Development;**
  2. **Director of Public Relations**
  3. **Director of Fifth Year and Travel Grant Programs; Winter Term Coordinator;**
  4. **student members (3) of coordinating committees;**
  5. **President of the Student Body;**
  6. **representatives (2 from each) of "The DePauw", WGRE, and The Evening Edition; additional representatives may be permitted at the discretion of the Presiding Officer before the meeting starts;**
  7. **and others to whom permission is granted by majority faculty vote at the beginning of the meeting.**
- E. An executive session of the faculty shall consist only of voting members of the faculty and the Presiding Officer; it is mandated at any faculty meeting by majority vote of the faculty.**

The motion was seconded by Robert Newton. Richard Roth asked if other student media (i.e. yearbook) would be eligible to attend faculty meetings. Provost DiLillo responded that others could attend with permission for a particular meeting. Tony Catanese then asked whether the motion was proposed by Prof. Lemon as an individual or by the COF. Provost DiLillo stated that COF had authorized a sub-group to review the standing rules; although COF did not see the specifics of the motion, they had approved it in principle. Gary Lemon responded that it was his recommendation at the request of the COF.

Tony Catanese moved to amend C.2 and 3. of the motion to eliminate the V.P. of the University (C.2) and to eliminate the Dean of Academic Affairs (C.3). Seconded by Prof. Jim George. Prof. Catanese thinks voting privileges should include the V.P. of the University and the Dean of Academic Affairs; they should be included as full participants. He believes this should be an inclusive organization instead of an exclusive one. Gary Lemon clarified that his motion amends only the section of the handbook dealing with who may attend faculty meetings; a separate section of the handbook specifies who may vote.

Marthe Chandler called the question on the amendment. The motion to amend did not pass.

Marthe Chandler called the question on the original motion. The motion carried.

Gary Lemon read the names of twelve faculty members who are eligible for promotion. Anyone wishing to share information with the COF should do so by 10/23/95. Those eligible for Faculty

accreditation requirements, Jim Mills explained. Kathleen Jagger asked whether there are prerequisites. Judy George responded, "Yes." Motion carried.

Jim Mills moved "to drop HPER 354, Advanced Sports Medicine and Injury Evaluation (1 course)". Motion carried.

Jim Mills moved "to change the departmental name from Health , Physical Education and Recreation to Health and Physical Performance." Art Evans asked how the recreation component of HPER has actually been changed. Judy George responded that majors in "health" and "recreation" were dropped some time ago, and that it was the consensus of the department to modernize and keep up to date with the field. The motion carried.

Jim Mills announced the following changes.

- HIST 221 Change title from France to Napoleon to France from Charlemagne to Napoleon
- HIST 241 Change title from Tsarist Russia to Russian History to the 19th Century
- HIST 255 Change title from Land & Labor in Africa to Economic Transformations in Africa
- HIST 263 Change title from The Founding of American Civilization to The Founding of United States Civilization
- HIST 264 Change title from Growth of the American Republic to Nineteenth Century United States
- HPER 406 Change title from Administrative Management of Physical Education and sport to Administration and Risk Management
- HIST 340 Change course number from HIST 340 to 240, Modern Germany

The academic calendars for 1996-97 and 1997-98 are available on e-mail; hard copies are included with these minutes.

#### SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Dan Shannon reported that the committee has decided not to bring forward a motion recommending a change in the timing of Rush. SAC made their decision in an effort to cooperate with the new Dean of Student Affairs and his new staff and to support their initiatives in this area. The committee will consider the issue again after compiling the results of this year's Rush survey.

John Dittmer asked what kinds of initiatives are underway. Dean of Students Alan Hill answered that 1) standards (goals and missions) of each fraternity/sorority are being addressed; 2) fraternities and sororities are held accountable as individuals; 3) support from the nationals and house presidents is helpful; and 4) the maximum period of pledging is now ten weeks--deadline is February 10th.

Art Evans asked whether the approval of the new calendar makes it a foregone conclusion that

Minutes 10/2/95 (cont.)

3.

promotion include: Howard Brooks, Margaret Catanese, Page Cotton, Vic DeCarlo, Mac Dixon-fyle, David Field, Tom Hall, Carl Huffman, Kathleen Jagger, Nick Mourouzis, Dan Rizner and Sunil Sahu.

#### MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

Provost DiLillo drew our attention to motion c, "to add HIST 115, Colonial Latin America, to the list of courses that satisfy group 4." He asked whether there was any objection to considering this motion tonight, waiving the usual rule that motions must spend a month on the table, since MAO had inadvertently omitted it from the list of motions placed there last month.

Martha Rainbolt objected: this rule exists to give the faculty time to consider important issues, like graduation requirements, carefully. A motion to make an exception thus became necessary. Barbara Steinson moved (John Dittmer seconded) to consider the motion tonight (the history department had done all the paperwork on time). A two-thirds majority is required (point of order: Jim George). Bill Cavanaugh asked, "Why the rush?" Ellie Ypma responded that students currently taking the course hope to receive Group 4 credit; Barbara Steinson clarified that students had not been promised this (there is a footnote in the schedule of classes); Fred Soster said there is precedent for offering group credit retroactively; Ellie reminded us that this would require an additional motion. Meryl Altman asked whether anyone actually objected to this course receiving group 4 credit: would another month change the outcome?

Marthe Chandler called the question. The motion to consider carried.

Jim Mills moved "to add HIST 115 as a group 4 requirement" and added "that this motion be retroactive." Jim George asked that the two parts of the motion be separated. They were. Barbara Steinson seconded the motion to add HIST 155 as a group 4. Jim George called the question; Bill Cavanaugh objected. He wondered how the course and its footnote got into the Schedule of Classes: on whose authority? Barbara Steinson responded that department chairs make these decisions. Dan Shannon requested information about the course from the history department. Wade Hazel called a point of order: we needed to vote on the motion to call the question. Bob Weiss said this required a 2/3 vote. The motion to call the question carried. The motion to grant group 4 credit to HIST 115 carried.

Jim Mills moved "to count HIST 115 retroactively to include 1/95-96 as meeting a group 4 requirement." Bob Stark seconded. Bob Newton requested and received assurance from MAO that HIST 115 meets the group 4 criteria. The motion carried.

Jim Mills moved: "to add the following new courses:

HPER 366	Injury Recognition and Evaluation I	1 course
HPER 367	Injury Recognition and Evaluation II	1 course."

This expands an existing one-semester course to one year. Marthe Chandler asked why. To meet

Rush will not be moved. Provost DiLillo stated that the faculty does not say when Rush is; it would be difficult to change the academic calendar; students could hold Rush whenever they want.

Dan Shannon replied that interpretations of this point differ: there has been in the past a ruling from the Board of Trustees concerning the timing of Rush (when it was moved from orientation to its present position), which shows that students cannot have it whenever they choose. Asked by the Provost, President Bottoms said that that was the only time he could remember the Board discussing the timing of Rush. Dan Shannon held that the responsible thing is to work with MAO and others in finding a time that is less in conflict with the academic calendar; he pointed out however that the entire discussion was moot since no motion was on the floor. Provost DiLillo asked SAC to work with students to minimize disruption in the academic calendar.

## REPORTS FROM OTHER COMMITTEES

### FACULTY DEVELOPMENT COMMITTEE (FDC)

Karin Ahlm announced that October 23, 1995, is the deadline to apply for 1996 sabbaticals and for Fisher Fellowships and Fisher Timeouts.

### ASSESSMENT

Karin Ahlm announced there will be a forum later this month on assessing general education, and that Art Evans (for CAPP) and Steve Timm (for SAC) will be joining the Assessment Committee.

### REMARKS FROM THE PRESIDENT

President Bottoms announced that a second Wood Street Forum will be held Wednesday, October 18. Topics will include a new proposal to recruit first generation college students from Indiana, as well as current residence life issues.

### OLD BUSINESS

Dan Shannon asked for 1/95-96 enrollment figures. Registrar Ellie Ypma replied that 2102 students are enrolled for credit, and there are 594 new degree-seeking students including transfers.

**NEW BUSINESS**

Tony Catanese made a motion (to be tabled) to amend the faculty by-laws in appropriate places to authorize the Dean of the University and the Dean of Academic Affairs to vote at faculty meetings. Jack Morrill seconded. The motion to place this on the table carried.

**ANNOUNCEMENTS**

Jack Morrill urged DePauw faculty and staff to give generously to the United Way.

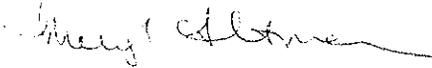
Provost DiLillo announced that the President has authorized the first three positions on the RAS list, tenure track positions in the areas of Classical Studies, Biological Sciences, and Music Education.

Also, the Provost announced that the following faculty members will serve on the committee to choose John White's replacement as Dean of Academic Affairs: Catherine Fruhan, Paul Watt, Ellen Parker, Nancy Davis and Stan Irwin.

**ADJOURNMENT**

Provost DiLillo adjourned the meeting at 8:05 p.m.

Respectfully submitted,



Meryl Altman  
Secretary Pro Tem of the Faculty

**Agenda**  
For the Faculty Meeting of November 6, 1995

1. **Call to Order--7:00 p.m., Thompson Recital Hall**
2. **Approval of Previous Minutes**
3. **Reports of Coordinating Committees**
  - Committee on Academic Policy and Planning (Kathy Davis)**
    - a. Announcements
  - Committee on Faculty (Gary Lemon)**
    - a. Announcements
  - Committee on Management of Academic Operations (Jim Mills)**
    - a. Motion--to add new courses
    - b. Motion--to discontinue courses
    - c. Motion--regarding courses to meet group requirements
    - d. Announcements
  - Scholastic Achievement Committee (Dan Shannon)**
    - a. Announcements
4. **Reports from other Committees**
  - a. Faculty Development Committee (Karin Ahlm)      Announcements
  - b. Assessment Committee (Karin Ahlm)              Announcements
5. **Remarks from the President**
6. **Old Business**
  - a. Motion--remove from table--to amend faculty by-laws to authorize the Dean of the University and the Dean of Academic Affairs to vote at faculty meetings--Tony Catanese
7. **New Business**
  - a. Motion--regarding classroom visitors--Steve Raines
  - b. Motion--regarding exemptions associated with cultural/religious/ethnic heritage--S. Raines
8. **Announcements**
9. **Adjournment**

<b>Management of Academic Operations Committee</b>
--

<b>Report to the Faculty November 6, 1995</b>
---

ADDENDUM TO THE FACULTY MEETING AGENDA

This Report is divided into two main parts: Part I. Announcements - No Faculty Action Required and Part II. Course Change Proposals Requiring Faculty Action

<b>PART I. Announcements (No Action Required)</b>
---

*Discontinued Courses -- Automatic Drop (4-year time limit exceeded)*

	Anth	256	Language and Culture
	Arth	200	Pre-Renaissance Italy
	Arth	221	Early Medieval and Byzantine Art
	Arth	258	Introduction to Greek Art and Archaeology
	Arth	259	Introduction to Roman Art and Archaeology
	Arth	322	American Art
*	Asia	382	Topics in Japanese Literature and Religion
	Bios	206	Human Ecology and Conservation
	Bios	231	Vertebrate Zoology
	Bios	339	Plant Physiology
	Bios	381	Entomology
	Bios	385	Developmental Biology
	Chem	105	Principles of Chemistry II (Honors)
	Econ	380	Accounting Theory and Practice
	Educ	507	Comparative Education
	Educ	508	Strategies in Classroom Management
	Educ	512	Strategies in Teaching Language Arts
	Educ	530	Strategies for the Special Child
	Educ	541	Reading Strategies
	Educ	545	Reading Diagnosis
	Educ	554	The Supervisory Process
	Educ	565	Issues in Curriculum
	Eng	380	Interdepartmental Seminar
	Eng	590	Topics
	Geog	261	Meteorology
	Hist	590	Graduate Topics
	Phil	380	Interdepartmental Seminar

\* Courses to be considered at MAO meeting of 11/6/95.

<b>PART I. Announcements (No Action Required)</b>
---

Discontinued Courses -- Automatic Drop (4-year time limit exceeded)

Pols	327	Urban Politics
Pols	380	Politics Through Literature
Pols	381	Politics and Personality
Pols	384	International Law
Psy	335	Introduction to Exceptional Children
Rel	264	Moral Problems and Religious Experience
Rel	268	Calvin to Barth
Rel	355	Christian Ethics
RL	445	Novel of Spain
S&A	256	Language and Culture
S&A	454	Change in Society and Culture
Univ	110	Beginning Modern Greek
Univ	160	Physical Sciences
Univ	161	The History of Film to 1940
Univ	230	Public Health
Univ	242	Projects in Film Making
WS	250	Women in Asia
Mus	441	Historical Liturgies and Their Music

Title Changes, Course Number ChangesTitle Changes

*	Arts 321	Crusade and Cloister: Medieval Art to <b>Crusade and Cloister: Romanesque Art and Medieval Society</b>
	Chem 305	Advanced Organic Laboratory to <b>Advanced Laboratory</b>
*	HPER 231	Methods of Teaching and Coaching Sports I to <b>Methods of Teaching Team Sports</b>
*	HPER 232	Methods of Teaching and Coaching Sports II to <b>Methods of Teaching Rhythmic and Physical Activities</b>
	Mus 336	Vocal Music Literature to <b>Art Songs of England, France and America</b>
	Psy 385	Perception to <b>Sensation and Perception</b>
	Rel 352	Religion in Modern Japan to <b>Religion in Modern Japanese Society</b>

\* Courses to be considered at MAO meeting of 11/6/95.

---

<b>PART I. Announcements (No Action Required)</b>
---

**Title Changes, Con't.**

Rel 440          Biblical Interpretation to **Biblical Exegesis**

Soc 410          Sem. and Independent Study to **Senior Seminar in Sociology**

**Number Changes**

Anth 260 to Anth 360          Mind, Self and Emotion in Culture

Arts 130 to Arts 250          Introduction to Computer Imaging and Hypermedia

Mus 280 to Mus 382          Jazz Arranging

Rel 270 to Rel 290          Topics in Religion

**Number and Title Changes**

to: Mus 103-104          Freshman Theory  
Mus 111-112          Theory and Musicianship I, II

to: Mus 203                  Sophomore Theory  
Mus 211                  Theory and Musicianship II

to: Mus 231-132          Survey of Music History and Literature  
Mus 331                  Music History and Literature to 1700  
to: Mus 332                  Music History and Literature from 1700 to 1900

to: Mus 233                  History of Jazz  
Mus 381                  Jazz History

to: Mus 287                  Jazz Improvisation  
Mus 380                  Jazz Theory and Improvisation

to: Mus 311                  Accompanying and Keyboard Skills  
Mus 313                  Advanced Keyboard Skills

to: Mus 347                  Keyboard Literature  
Mus 347-348          Keyboard Literature I, II

---

\* Courses to be considered at MAO meeting of 11/6/95.

<b>PART II. Faculty Vote Required</b>
---------------------------------------

I. Course Discontinuations - Departmental Request

	Anth 451, 454	Theories of Culture / Change in Society and Culture (Being condensed into new course Anth 452)
	Econ 342	Legal Aspects of Business
	Geog 272	Geography of North America and South America (Being split into two new courses: Geog 274, 276)
*	HONR 471, 472	Media Honors Fellows Seminar (change from 0.5 cr courses to a single 1 cr. course HONR 470)
	HPER 209	Teaching Dance (0.5 cr.)
	Mus 195-196	Diction in Singing (Split into four new courses)
	Mus 160-168	Ballet and Jazz Dance courses (Split and renumbered)
	Mus 204	Sophomore Theory (redesigned and renumbered)
	Mus 234	Literature of Jazz
	Phys 100	Astronomy (Re-offered as Phys 103 and Phys 104)
	Rel 264	Moral Problems in Religious Perspectives
	Rel 267	Western Religious Thought I
	Rel 268	Western Religious Thought II
	Rel 355	Christian Ethics in a Pluralistic World
	Span 400S	Teaching of Spanish
	Fren 400F	Teaching of French (Both RL 400's being combined into one course RL 400)

II. Credit Change and Number ChangeGeology Courses

*	Geol 411a to Geol 490	Departmental Readings and Problems Change from 1/2 cr. to 1/4 - 1/2 cr.
*	Geol 412a to Geol 491	Departmental Readings and Research Change from 1/2 cr. to 1/4 - 1/2 cr.

Geography Courses

*	Geol 411b to Geol 492	Departmental Readings and Problems Change from 1/2 cr. to 1/4 - 1/2 cr.
*	Geol 412b to Geol 493	Departmental Readings and Research Change from 1/2 cr. to 1/4 - 1/2 cr.

---

\* Courses to be considered at MAO meeting of 11/6/95.

<b>PART II. Faculty Vote Required</b>
---------------------------------------

III. Group Distribution Requirement Requests

	Hist 116a, b	Modern Latin America (Group 2)	1 cr.
	Hist 276	Women in the US: 1890 to Present (Group 2)	1 cr.
*	Phys 103	Astronomy of the Solar System (Group 1, Lab)	1 cr.
*	Phys 104	Stellar Astronomy (Group 1, Lab)	1 cr.
	Rel 250	Christianity (Group 4)	1 cr.

IV. New Courses

*	Anth 258	Race and Ethnicity in American Culture	1 cr.
	Anth 259	Afro-American Culture and Consciousness	1 cr.
	Anth 271	African Cultures	1 cr.
	Anth 272	Caribbean Cultures	1 cr.
*	Anth 352	Urban Anthropology	1 cr.
	Anth 452	Senior Seminar in Anthropology	1 cr.
	Arth 212	Image, Cult, Devotion: Medieval Devotional Art and Its Audiences	1 cr.
	Arth 232	Islamic Art and Architecture	1 cr.
	Arth 332	Sin, Fear and Death in European Art, 1050-1550 A.D.	1 cr.
	Arth 352	Gender and Representation (Early Modern Europe)	1 cr.
	Arts 231	Collage / Assemblage	1 cr.
	Arts 381-382	Advanced Photography and Video Art (Course may be taken as Arts 381 and then again as Arts 382)	1 cr.
	Arts 230	Introduction to Video Art	1 cr.
	Asia 390	Topics in East Asian Studies	1 cr.
*	Bios 205	Introduction to Public Health (change from EXP)	1 cr.
*	Bios 375	Biostatistics	
	Geog 274	Geography of Anglo-America	1 cr.
	Geog 276	Geography of Latin America	1 cr.
*	HPER 211	Coaching Techniques I	0.5 cr.
*	HPER 212	Coaching Techniques II	0.5 cr.
	Hist 206	History of Mexico	1 cr.
	Hist 225	European Women's History (change from EXP)	1 cr.
	Hist 257	Ethnicity and Conflict in South America	1 cr.
	Hist 333	Northern Ireland: The Debate (change from TOPICS)	1 cr.
	Hist 356	African Slavery	1 cr.
	Hist 381	The Mexican Revolution	1 cr.
*	HONR 470	Media Fellows Senior Seminar	1 cr.

\* Courses to be considered at MAO meeting of 11/6/95.

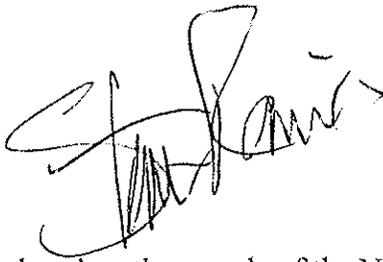
<b>PART II. Faculty Vote Required</b>
---------------------------------------

IV. New Courses, Con't.

	Mus 105	History of Rock / Pop Music	0.5 cr.
	Mus 107	Improvisation	0.5 cr.
	Mus 113	Keyboard Skills	0 cr.
	Mus 171-172	Beginning Ballet I, II	0.5 cr.
	Mus 173-174	Intermediate Ballet I, II	0.5 cr.
	Mus 175-176	Beginning Jazz Dance I, II	0.5 cr.
	Mus 177-178	Intermediate Jazz Dance I, II	0.5 cr.
	Mus 191	Italian Diction for Singers	0.5 cr.
	Mus 192	German Diction for Singers	0.5 cr.
	Mus 193	French Diction for Singers	0.5 cr.
	Mus 194	English Diction for Singers	0.5 cr.
	Mus 316	Advanced Musicianship	0.5 cr.
	Mus 337	Art Songs of Germany, Italy and Spain	0.5 cr.
	Phys 103	Astronomy of the Solar System (Group 1)	1 cr.
	Phys 104	Stellar Astronomy (Group 1)	1 cr.
	Psy 339	Child and Adolescent Psychopathology	1 cr.
*	Rel 263	Religion in American Culture: Friend or Foe?	1 cr.
*	Rel 265	African American Religious History	1 cr.
*	Rel 266	Individualism and Community: Religion in Antebellum America	1 cr.
*	Rel 271	Feminist Theories	1 cr.
*	Rel 320	Genesis and Gender: Jewish, Christian, and Islamic Readings	1 cr.
*	Rel 330	Rebels Against War: Peace, Violence and American Religion	1 cr.
*	Rel 442	History of Biblical Interpretation	1 cr.
	RL 400	Teaching of French and Spanish	1 cr.

---

\* Courses to be considered at MAO meeting of 11/6/95.



000143

Motions from Steve Raines to be placed on the agenda of the November 1995 DePauw Faculty Meeting:

WHEREAS the Fall '95 Parents' Weekend Schedule of Events contained the following invitation:

"Please feel free to attend any of your son's or daughter's classes."

, and

WHEREAS some recruiting-related communications have also taken the position that faculty will be collectively assumed to permit classroom visitors unless individual faculty undertake specific actions to indicate otherwise:

BE IT RESOLVED by the faculty of this institution that:

Visitors and guests should not be encouraged to visit a meeting of a university course without someone first securing the permission of its instructor, preferably well in advance of its meeting.

---

WHEREAS the creation of a more culturally diverse environment makes old certainties less so, and

WHEREAS DePauw faculty are increasingly asked (and perhaps also expected) to exhibit sensitivity and accommodation to a broader range of student requests for schedule and other procedural deviations (especially related to exams and assignments) on the basis of ethnic, cultural, and religious considerations, and

WHEREAS in pursuit of the efficient conduct of their instructional duties DePauw faculty would benefit by avoiding needless conflicts with student requests for accommodation, especially those that administrative supervisors might with some certainty judge legitimate, and

WHEREAS the faculty would like to preserve the authority of individual faculty over their courses and avoid having that authority eroded by needless errors of judgment that might require a corrective overruling, and

WHEREAS it is unclear whether some traditional events associated with majority American culture, such as the Christian commemoration of Good Friday or the observance of President's Day, Columbus' Day, St. Patrick's Day, or Labor Day, which have not heretofore been considered by most faculty as the basis of reasonable student claims for accommodation and adjustment, ought now to be conferred a new, higher status commensurate with the heightened institutional sensitivity to and status of various events associated with minority traditions, BE IT RESOLVED that the faculty of DePauw University requests its administrative leadership to compile and distribute to the faculty by the date of the Faculty Institute at the beginning of each academic year a list of those days falling within the two approaching academic semesters that it considers as the legitimate basis for student requests for accommodation and adjustment in exam and assignment schedules. This list shall be only advisory and shall be considered neither definitive nor necessarily exhaustive. Additionally, the administrative leadership is asked to indicate more generally whether it considers this class of claims for deviation to have a status comparable to, or greater than or less than the status currently conferred upon the extracurricular involvements of our students as described by existing policy appearing on pages 27 and 28 of the 1995-1996 Student Handbook.

For only the current academic year, the faculty asks that such a list for the second semester be compiled and distributed by the December 1995 faculty meeting.

THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF NOVEMBER 6, 1995

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:07 p.m. in Thompson Recital Hall with approximately 68 members present.

APPROVAL OF PREVIOUS MINUTES

Minutes of the October 2, 1995, meeting were approved as distributed with only one change: page 3, paragraph 4, line 3--should read HIST 115.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

Kathy Davis, CAPP chair, made a motion (to be tabled) to adopt a Conflict Studies major. Motion carried. Nafhat Nasr reported that supporting documents are on reserve in the library.

MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

Jim Mills, chair, announced the following:

Discontinued courses--automatic drop (4-year time limit exceeded)

ANTH 256	Language and Culture
ARTH 200	Pre-Renaissance Italy
ARTH 221	Early Medieval and Byzantine Art
ARTH 258	Introduction to Greek Art and Archaeology
ARTH 259	Introduction to Roman Art and Archaeology
ARTH 322	American Art
ASIA 382	Topics in Japanese Literature and Religion
BIOS 206	Human Ecology and Conservation
BIOS 231	Vertebrate Zoology
BIOS 381	Entomology
BIOS 385	Developmental Biology
CHEM 105	Principles of Chemistry II (Honors)
ECON 380	Accounting Theory and Practice
EDUC 507	Comparative Education
EDUC 508	Strategies in Classroom Management
EDUC 512	Strategies in Teaching Language Arts
EDUC 530	Strategies for the Special Child

EDUC	541	Reading Strategies
EDUC	545	Reading Diagnosis
EDUC	554	The Supervisory Process
EDUC	565	Issues in Curriculum
ENG	380	Interdepartmental Seminar
ENG	590	Topics
GEOG	261	Meteorology
HIST	590	Graduate Topics
MUS	441	Historical Liturgies and Their Music
PHIL	380	Interdepartmental Seminar
POLS	327	Urban Politics
POLS	380	Politics Through Literature
POLS	381	Politics and Personality
POLS	384	International Law
PSY	335	Introduction to Exceptional Children
REL	264	Moral Problems in Religious Perspectives
REL	268	Western Religious Thought II: Calvin to Barth
REL	355	Christian Ethics in a Pluralistic World
RL	445	Novel of Spain
S&A	454	Change in Society and Culture
UNIV	110	Beginning Modern Greek
UNIV	160	Physical Sciences
UNIV	161	The History of Film to 1940
UNIV	230	Public Health
UNIV	242	Projects in Film Making
W S	250	Women in Asia

Title Changes

ARTH	321	Crusade and Cloister: Medieval Art to <b>Crusade and Cloister: Romanesque Art and Medieval Society</b>
CHEM	305	Advanced Organic Laboratory to <b>Advanced Laboratory</b>
HPER	231	Methods of Teaching and Coaching Sports I to <b>Methods of Teaching Team Sports</b>
HPER	232	Methods of Teaching and Coaching Sports II to <b>Methods of Teaching Rhythmic and Physical Activities</b>
MUS	336	Vocal Music Literature to <b>Art Songs of England, France and America</b>
MUS	347	Keyboard Literature to <b>Keyboard Literature I</b>
PSY	385	Perception to <b>Sensation and Perception</b>
REL	352	Religion in Modern Japan to <b>Religion in Modern Japanese Society</b>
REL	440	Biblical Interpretation to <b>Biblical Exegesis</b>
SOC	410	Seminar and Independent Study to <b>Senior Seminar in Sociology</b>

Minutes 11/6/95 (cont.)

3.

Number Changes

ANTH 260 to ANTH 360 Mind, Self and Emotion in Culture  
 ARTS 130 to ARTS 250 Introduction to Computer Imaging and  
 Hypermedia  
 MUS 280 to MUS 382 Jazz Arranging  
 REL 270 to REL 290 Topics in Religion

Number and Title Changes

MUS 103-104 Freshman Theory  
 to  
 MUS 111-112 Theory and Musicianship I, II

MUS 203 Sophomore Theory  
 to  
 MUS 211 Theory and Musicianship II

MUS 231-232 Survey of Music History and Literature  
 to  
 MUS 330 Music History and Literature to 1700  
 MUS 331 Music History and Literature from 1700 to 1900

MUS 233 History of Jazz  
 to  
 MUS 381 Jazz History

MUS 287 Jazz Improvisation  
 to  
 MUS 380 Jazz Theory and Improvisation

MUS 311 Accompanying and Keyboard Skills  
 to  
 MUS 313 Advanced Keyboard Skills

Jack Morrill moved to adopt the entire list of courses presented by MAO. Seconded by Fred Soster. Motion carried. Lengthy discussion followed Prof. Mills' report when it was announced that MAO thought HIST 276 was too topical in nature to qualify as a group requirement.

Faculty members implied that MAO was biased against some courses fulfilling group requirements. They indicated there are procedural problems, i.e. not enough time to consider changes before MAO presents the report at the faculty meetings and what criteria is used in making the decision to include courses in group distributions.

Meryl Altman made an amendment to the motion to reinclude HIST 276 because "women are important" and PHYS 103-104 on the grounds that astronomy is a lab science. Seconded by Wayne Glausser. The motion on group requirements would be placed on the table for one month. The vote on the amendment to table carried.

A substitute amendment to the motion was made by Fred Soster. He moved to table Part II, Section III and reject the rest of MAO's report (Part II, Sections I and IV). Seconded by Gary Lemon. The substitute amendment to the motion carried.

MAO will meet and complete additional work before presenting proposals to the faculty on Part II, Sections I and IV.

#### SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Dan Shannon, chair, asked faculty members to respond to the faculty survey and return it to the Office of Institutional Research.

#### COMMITTEE ON FACULTY (COF)

Gary Lemon, chair, made three announcements: 1) tenure reports--substantial progress is being made; 2) promotions--currently being reviewed; 3) committee to look at student evaluations made their report and OIR was asked that the standard deviation be reported on the statistical mean and that overall summaries of combined courses be discontinued.

#### REPORTS FROM OTHER COMMITTEES

##### FACULTY DEVELOPMENT COMMITTEE (FDC)

Karin Ahlm, chair, had no report.

##### ASSESSMENT COMMITTEE

Karin Ahlm, chair, had no report.

## REMARKS FROM THE PRESIDENT

President Bottoms announced the names of four new members of the Board of Trustees: James R. Bartlett, Gladys A. Faires, Nancy S. Schaenen and Chad C. Mayer.

The Trustees approved the 1995-96 budget, which is balanced, at the October board meeting. There was agreement from the Board to increase spending from 6% to 6.7% of endowment income for one year only. The Wright income, allocated to support science scholarships and alumni scholarships, is being developed for first year students of alums. By-laws were changed to reorganize the board to include six standing committees. DePauw will purchase the Lambda Chi Alpha house because of location and DePauw's residential needs if enrollment trends continue.

Ian Rolland, Chairman and CEO of Lincoln National Corporation, is the Board of Trustees Chairman. He will speak at the next Wood Street Forum on November 15th at 7:00 p.m.

## OLD BUSINESS

Tony Catanese moved to remove from the table a motion to: "amend the faculty by-laws to authorize the Provost and the Dean of Academic Affairs to vote at faculty meetings". Bridget Dibble seconded the motion. Prof. Catanese explained that the faculty should be an inclusive body, not an exclusive one. He believes the two chief academic officers should be entitled to vote.

Bob Newton spoke against the motion. Though the motion is good-spirited, it does not understand some of the complexities of appointment and status. According to the Board of Trustees by-laws, the only administrative officer who is classified as faculty is the President. Others are classified as administrative officers, not faculty; thus, voting privileges would be granted to persons who do not fall in the category of faculty. Currently, "with rank of" is not being used for newly hired administrative officers. Does the faculty have the right to pass this motion according to the Board of Trustees by-laws?

Wade Hazel pointed out the vote to remove the motion from the table should be taken. Motion carried.

Nafhat Nasr asked if the Provost serves on faculty committees where he is allowed to vote. Provost DiLillo responded, "yes".

The motion did not carry.

### NEW BUSINESS

Steve Raines made the following motion: "WHEREAS the Fall '95 Parents' Weekend Schedule of Events contained the following invitation: 'Please feel free to attend any of your son's or daughter's classes.' and WHEREAS some recruiting-related communications have also taken the position that faculty will be collectively assumed to permit classroom visitors unless individual faculty undertake specific actions to indicate otherwise: BE IT RESOLVED by the faculty of this institution that: Visitors and guest should not be encouraged to visit a meeting of a university course without someone first securing the permission of its instructor, preferably well in advance of its meeting." Motion seconded by Pam Propsom.

Prof. Raines stated that the intent of the motion is that professors be asked on a regular, consistent basis if visitors may attend their classes. He encourages visitation but wishes to be consulted prior to visits. President Bottoms suggested referring it to the proper committee for discussion, delaying the vote and bringing it back to the faculty. Prof. Raines said he preferred to proceed.

John Dittmer recommended removing the invitational sentence from the Parents' Weekend brochure. Meryl Altman commented there's simply a basic principle of courtesy involved.

Glenn Welliver moved to refer the matter to MAO. Seconded by Richard Roth. Art Evans asked, "Who is the motion addressed to?". Prof. Raines stated it was for internal consumption of faculty and administration. The motion to refer the subject to MAO did not carry.

The motion as presented by Steve Raines passed. Provost DiLillo will speak with Department Chairs. President Bottoms asked, "Who do we speak with to correct the situation?" Prof. Raines replied that it involves the Music Overnight, Admission visits, and Multicultural Weekends. Specific instances will be addressed.

Steve Raines made a second motion:

"WHEREAS the creation of a more culturally diverse environment makes old certainties less so, and WHEREAS DePauw faculty are increasingly asked (and perhaps also expected) to exhibit sensitivity and accommodation to a broader range of student requests for schedule and other procedural deviations (especially related to exams and assignments) on the basis of ethnic, cultural and religious considerations, and WHEREAS in pursuit of the efficient conduct of their instructional duties DePauw faculty would benefit by avoiding needless conflicts with student requests for accommodation, especially those that administrative supervisors might with some certainty judge legitimate and WHEREAS the faculty would like to preserve the authority of individual faculty over their courses and avoid having that authority eroded by needless errors of judgment that might require a corrective overruling, and WHEREAS it is unclear whether some

traditional events associated with majority American culture, such as the Christian commemoration of Good Friday or the observance of President's Day, Columbus' Day, St. Patrick's Day, or Labor Day, which have not heretofore been considered by most faculty as the basis of reasonable student claims for accommodation and adjustment, ought now to be conferred a new, higher status commensurate with the heightened institutional sensitivity to and status of various events associated with minority traditions, BE IT RESOLVED that the faculty of DePauw University requests its administrative leadership to compile and distribute to the faculty by the date of the Faculty Institute at the beginning of each academic year a list of those days falling within the two approaching academic semesters that it considers as the legitimate basis for student requests for accommodation and adjustment in exam and assignment schedules. This list shall be only advisory and shall be considered neither definitive nor necessarily exhaustive. Additionally, the administrative leadership is asked to indicate more generally whether it considers this class of claim for deviation to have a status comparable to, or greater than or less than the status currently conferred upon the extracurricular involvements of our students as described by existing policy appearing on pages 27 and 28 of the 1995-1996 Student Handbook.

For only the current academic year, the faculty asks that such a list for the second semester be compiled and distributed by the December 1995 faculty meeting."

The motion was seconded by Gary Lemon. Provost DiLillo said his staff was working on this and could then give it to MAO. Fred Lamar had already prepared a tentative list. Art Evans suggested using Chaplain Lamar's list and working with staff to complete the list. The Provost will consult with chairs of MAO and SAC. Motion carried.

Meryl Altman asked why the university directory still is not available. Registrar Ellie Ypma replied that her office had checked with Publications; it will not be available until mid-November.

#### ANNOUNCEMENTS

Fred Lamar announced a Memorial Service scheduled for Casey Brown at Gobin Church on November 7th at 6:30 p.m.

Jack Morrill gave a plea for United Way contributions and encouraged city residents to vote in the Tuesday election. Kent Menzel also encouraged faculty members to vote.

Len DiLillo announced the statistical information related to merit pay. Of the 30 awards:

10 women/20 men

9 professors/14 associate professors/7 assistant professors

Division I--6

Division II--12

Division III--5  
Division IV--7

Provost DiLillo announced there are approximately 44 applications now for the position Dean of Academic Affairs. The committee meets on November 9th to discuss the process and job description. Hopefully, candidates will be invited to campus in February for interviews.

ADJOURNMENT

The Provost adjourned the meeting at 9:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "James G. Mills".

James G. Mills  
Secretary Pro Tem of the Faculty

Summary-Proposal for The Establishment of A  
Conflict Studies Major

The following is a statement submitted to the Faculty in connection with the motion to establish a program leading to a major, and therefore a minor, in Conflict Studies at DePauw. This statement is based on a report to CAPP, supported by a number of documents, recommending the establishment of the aforementioned program. It states the reasons for that recommendation and describes the structure and content of the proposed program. A copy of the full proposal and its supporting documents will soon be placed on reserve at Roy O. West Library for the faculty's inspection, if you so desire.

Why Are We Proposing A Conflict Studies Program at DePauw ?

There are at least four reasons why a program in Conflict Studies (CS) is important to introduce at DePauw:

**First**, the most basic reason is that conflict is one of the most universal and most dynamic social phenomena, at all levels of society, i.e., interpersonal, intergroup, inter-community, interstate and global. No one discipline in the social sciences deals exclusively with conflict. But most of these disciplines, if not all of them, focus on conflict as one of their organizing concepts. Moreover, because of its ubiquity and significance in human life, the various dimensions of conflict claim a central place in the subject matter of the humanities as well. So, a major/minor using the concept of conflict as an integrating instrument will bring together knowledge from a variety of disciplines and programs which deal with conflict, at least in part. In this same vein, such a program could be used as a vehicle to encourage interdisciplinary teaching and learning, one of the hallmarks of liberal education.

**Second**, conflict, both peaceful and violent, is one of the most pervasive forces of change and development. Therefore, exploring methods of its analysis and understanding, and studying means of its management and resolution are important areas of knowledge in general, but especially in a dynamically pluralistic setting, whether that setting involves an academic community or a global political system.

**Third**, the study of conflict and conflict management encourages tolerance, open-mindedness, and the pursuit of integration and peaceful change in society. All of which are vital qualities pursued by liberal education. Introducing this focus into the DePauw curriculum enriches the liberal arts quality of the university and prepares its graduates for constructive exercise of

(over)

their citizenship.

**Fourth**, the role of peaceful management and resolution of conflict in human relations has been recently on the rise. This reality has developed because of two main reasons: the growing incidence, scope and intensity of conflict and the growing availability of skills, methods, techniques and institutions of effective peaceful management of conflict at all levels. Therefore, teaching about conflict and conflict management represents a pedagogical response to an important and growing trend. By doing this "DePauw University can not only prove itself as a liberal arts university but also move foreword into the next century by placing a focus on the study of human conflict", as some of our students put it in their own proposal for a conflict studies program. Also, it is important to point out that many other institutions of higher education in Indiana, in the GLCA, in the nation and around the globe already have various forms of conflict or peace studies and conflict resolution in their curricula.

A major/minor at DePauw focusing on the analysis of conflict and conflict management will further bring our curriculum up to date and enhance its relevance to social needs and pedagogical trends in response to these needs.

#### Structure And Organization of The Program:

A program in the study of conflict is bound to be multidisciplinary in nature. Answering basic questions about the sources, development, implications, outcome, management and resolution of conflict pedagogically requires the incorporation of a multiplicity of academic disciplines. This is the case, because the study of all of these aspects of the process of conflict invariably entails investigation of social, psychological, economic, political, historical, literary and often philosophical areas of knowledge. In this sense and in its enrichment of students' perspective on life, CS is of the essence of liberal education.

We propose that this major/minor be modeled according to what George Lopez, of Notre Dame, calls the "BARBELL MODEL", i.e., a program which starts with a multidisciplinary introductory course, moves on into courses in two or more discipline(s) and terminates with a capstone upper-level course with a general orientation.

With the above in mind, we propose a major and, therefore, a minor in conflict studies structured as follows:

**Major in Conflict Studies:** a minimum of nine courses selected in consultation with the Director of Conflict Studies (DOCS) and the approval of the departments involved in the case of 400-level courses. Students may choose to concentrate their credits in selected areas, but must include courses from at least two

disciplines. Credits should be distributed as follows\*\*\*:

1. Required from all majors:

- UNIV EXP The Process and Management of Conflict
- UNIV EXP Case Studies in Conflict & Conflict Resolution  
(being developed)
- UNIV EXP Senior Seminar on The Theory of Conflict  
(to be developed)

2. Three courses at the 200 level (or appropriate 100-level) from the following (depending on the student's area(s) of concentration), provided that not more than one 100-level course will be taken in addition to Introduction to Conflict Studies:

COMM 124, 223, 225, 227; ECON 190, 250, 290; ENG 180; HIST 105\*, 109, 110, 255, 263, 265, 273, 274; PHIL 207, 208, 213; REL 145, 269; POLS 100, 230, 270; PSY 240; SOC 170S, 210, 211, 222, 237; ANTH 151, 255, 270, 290; UNIV 245, 290; WS 140.

3. Three courses at the 300 and/or 400-level (as appropriate), depending on the student's area(s) of concentration, provided that not more than one 400-level course will be taken in addition to the senior seminar on The Theory of Conflict:

COMM 401\*; ECON 390; EDUC 300, 320; HIST 333, 355, 364, 366, 367, 368, 370, 390; PHIL 315; REL 370; POLS 324, 330, 351, 352, 370, 374, 380, 386, 390\*, 450\*; PSY 340\*, 390, 415; SOC 301\*, 303, 320, 410\*; ANTH 353, 390\*, 451; WS 340.

4. Senior seminar on the Theory of Conflict (to be developed).

Students majoring in Conflict Studies will be encouraged to take as many of the introductory courses in relevant disciplines as their schedules permit and their area(s) of concentration require. Such courses will count for university credit, but not for credit for CS major/minor.

\* If subject-matter, as offered, is appropriate.

\*\* For a listing of courses in 1-4 by title, see list at R.O. West

\*\*\* For criteria used for inclusion of courses in the pool of CS courses, see relevant document at R. O. West.

**Minor in Conflict Studies:** Five courses, including the introductory course to CS, two 200-level courses and two 300-level courses, to be selected in consultation with the Director of Conflict Studies (DOCS), from two academic disciplines. For a specific listing of course of courses, see courses listed above under **Major in Conflict Studies**.

(Over)

Students majoring or minoring in conflict studies may spend a semester off campus and transfer conflict courses to their DPU records of credit, provided that these courses are approved by the director of conflict studies at DePauw.

Students participating in the Honors Program at DPU may use honors credit towards their major/minor in CS, if their honors projects are judged appropriate.

Also, on-campus Winter Term projects can be designed to involve CS majors/minors in relating their CS training to "conflicts in the news", real-life conflicts not necessarily news-worthy, or to spend 3 1/2 weeks analytically reflecting on the commonality among CS courses they have completed. Likewise, Winter Term individual off-campus internships or group travel-study trips can be arranged with focus on CS. Similar projects and engagements can be envisioned in connection with CS and community service.

#### Explanation of These Requirements

The introductory core course (currently listed under UNIV EXP) is supposed to raise and try to answer basic questions about the meaning, nature, scope and study of conflict and conflict management. As such, 'Introduction to Conflict Studies' (as this course might be called) will be multidisciplinary by nature and is expected to address the definition(s) and levels of conflict; the sources of conflict and the roots of its dynamics, once it emerges; the means and institutions of the management of conflict - control, limitation, settlement, resolution - pursued peacefully or by coercion; the functions and outcome of conflict as they relate to change and development at all levels; and the normative questions (moral, ethical, philosophic) raised in connection with all aspects of conflict listed here.

**Introduction to Conflict Studies** is supposed to equip students with the concepts, scope and methods to identify the multidisciplinary nature of conflict analysis and develop the capacity to understand and integrate the different elements of this multiplicity. The content of this course represents the body of knowledge into which information from all other courses will flow and by which they become more comprehensible as courses on conflict. In this sense, the intro course can be an interface or connecting thread among the specialized courses.

In addition, **Introduction to Conflict Studies** ideally should provide students with the spectrum on the basis of which they can determine what aspect or dimension of conflict studies appeals to them individually and they wish to focus on as they select courses from individual disciplines.

**Introduction to Conflict Studies** can be offered as a one-semester

course or as a back-to-back sequence of two courses. In whichever form it is to be offered, this course must have a theoretical textual component and a case-study component. Though the mix of theory and cases might not have been ideal when a form of this course was offered last Fall, students' reaction to its content and implementation clearly support this mixture, as their evaluations and proposal indicate.

The teaching of **Introduction to Conflict Studies** is a challenge by any measure. The idea of the intro-text is just finding its way to the field. The incorporation of existing textual material, however, and the development of carefully selected reading packets can provide the framework and substantive content for the course. The more difficult part is the actual teaching of the course, because inevitably this will entail some form of a collective effort drawing on a number of academic disciplines, especially in the social and behavioral sciences. The manner in which different disciplinary perspectives are brought to bear on teaching this course can be decided on in due time. Suffice it to say at this point that some of the available options include visitors, guest lecturers from different departments on campus, audiovisual aid and possibly collective teaching, in addition to the major responsibility of the instructor.

Once the Intro requirement is completed, Students will begin their major concentration or more focused tracks, drawing on selected courses from individual departments. The concentration and mix of these courses will depend on the student's area of interest within the general requirements depicted above which make an interdisciplinary combination mandatory. Some of these courses already have a clear conflict-focus, such as some of the courses in Communication, History, Political Science, Psychology and Sociology/Anthropology. Other courses in these departments as well as in the humanities deal with conflict situations and conditions or provide for case-studies in conflict. As it is, the frequency with which these courses are offered establishes a regularity whereby satisfying the major/minor requirements within five to six semesters will not pose a problem. In addition, Academic Affairs can authorize the development of new courses and/or the refocusing of existing courses to be funded from the Lilly Endowment grant which was awarded partly for this purpose. **In deed, four such courses have already been developed. Three of these have already been taught in their respective departments during the Fall and Spring semesters of AY 1994-1995 .** All this without requiring additional personnel, except for the release of one course for DOCS, or expenditure of resources within departmental budgets, since the department from which the DOCS comes will be compensated for the released departmental load.

Also, an annual (spring-semester) two-day workshop will be an important part of the CS program. The purpose of this workshop is two-fold: a) to enhance students' capacity to relate already-

(over)

completed individual courses within a CS perspective, and b) to help students project their future course undertakings within a CS perspective, suitable to their interests and the integrity of their programs. In addition, it will be the responsibility of DOCS to meet with CS majors and Minors twice a semester in required sessions to ascertain that students understand the conflict-integrity of their individualized conflict programs.

The terminal end of the 'barbell' will be a senior seminar or, its equivalent, which is specially designed for students majoring in conflict studies. Academic Affairs is providing funds from the Lilly Endowment grant for the development of this course as well as three additional courses, as it has been recently announced. The Conflict Studies Committee expects that this seminar will be initially offered as a UNIV EXP course for two years after which a decision will be made through the proper procedures about the possible permanence of the seminar.

## Agenda

For the Faculty Meeting of December 4, 1995

**1. Call to Order--7:00 p.m., Thompson Recital Hall**

**2. Approval of Previous Minutes**

**3. Reports of Coordinating Committees**

**Committee on Academic Policy and Planning (Kathy Davis)**

- a. Motion: to remove from the table the Conflict Studies Major proposal
- b. Motion: "Fifteen courses applicable toward the degree including six of the last eight must be completed in residence at DePauw University or in a DePauw approved program. Second semester seniors, however, are not eligible to participate in off-campus programs."
- c. Announcements

**Committee on Faculty (Gary Lemon)**

- a. Announcements

**Committee on Management of Academic Operations (Jim Mills)**

- a. Motion: to add new courses (see attachment)
- b. Motion: to remove from the table the motion to discontinue courses at departmental request (see attachment)
- c. Motion: to remove from the table the motion to change credit and numbers of courses (see attachment).
- d. Motion: to remove from the table the motion to add courses to fulfill group distribution requirements (see attachment)

**Scholastic Achievement Committee (Dan Shannon)**

- a. Announcements
- b. GLCA representative report

**4. Reports from other Committees**

- a. Faculty Development Committee (Karin Ahlm)      No Announcements
- b. Assessment Committee (Karin Ahlm)              Announcements

**5. Remarks from the President**

**6. Old Business**

**7. New Business**

- a. Motion to grant degrees to those students who have satisfied all requirements for graduation

**8. Announcements**

**9. Adjournment**

MUS 191	Italian Diction for Singers	0.50 cr.
MUS 192	German Diction for Singers	0.50 cr.
MUS 193	French Diction for Singers	0.50 cr.
MUS 194	English Diction for Singers	0.50 cr.
MUS 316	Advanced Musicianship	0.50 cr.
MUS 337	Art Songs of Germany, Italy and Spain	0.50 cr.
PHIL 351	Medieval Philosophy	1 cr.
PHYS 103	Astronomy of the Solar System	1 cr.
PHYS 104	Stellar Astronomy	1 cr.
PSY 339	Child and Adolescent Psychopathology	1 cr.
REL 263	Religion in American Culture: Friend or Foe?	1 cr.
REL 265	African American Religious History	1 cr.
REL 271	Feminist Theologies	1 cr.
REL 320	Genesis and Gender: Jewish, Christian and Islamic Readings	1 cr.
RL 400	Teaching of French and Spanish	1 cr.
SOC 219	Sociology of Madness	1 cr.
SOC 246	Field Work	1 cr.
SOC 249	North American Indians	1 cr.
SOC 323	Social Change	1 cr.
SOC 346	Alienation and Society	1 cr.

#### **COURSE DISCONTINUATIONS--DEPARTMENTAL REQUEST**

ANTH 451,454	Theories of Culture/Change in Society and Culture (being condensed into new course ANTH 452)
ARTS 371-372	Advanced Printmaking and Photography
ECON 342	Legal Aspects of Business
GEOG 272	Geography of North America and South America (being split into two new courses: GEOG 274,276)
HIST 376	From Rags to Riches in the US
HONR 471,472	Media Honors Fellows Seminar (change from 0.5 credit courses to a single 1 credit course HONR 470)
HPER 209	Teaching Dance (0.5 course)
MUS 195-196	Diction in Singing (split into four new courses)
MUS 160-168	Ballet and Jazz Dance courses (split and renumbered)
MUS 204	Sophomore Theory
MUS 234	Literature of Jazz
PHYS 100	Astronomy (re-offered as PHYS 103 and PHYS 104)
REL 267	Western Religious Thought I: Plato to Luther
SPAN 400S	Teaching of Spanish
FREN 400F	Teaching of French (both RL 400's being combined into one course, RL 400)

## FACULTY VOTE REQUIRED

## NEW COURSES

ANTH 258	Race and Ethnicity in American Culture	1 cr.
ANTH 259	Afro-American Culture and Consciousness	1 cr.
ANTH 271	African Cultures	1 cr.
ANTH 272	Caribbean Cultures	1 cr.
ANTH 352	Urban Anthropology	1 cr.
ANTH 383	History of Anthropology	1 cr.
ANTH 452	Senior Seminar in Anthropology	1 cr.
ARTH 212	Image, Cult, Devotion: Medieval Devotional Art and Its Audiences	1 cr.
ARTH 232	Islamic Art and Architecture	1 cr.
ARTH 332	Sin, Fear and Death in European Art, 1050-1550 A.D.	1 cr.
ARTH 352	Gender and Representation (Early Modern Europe)	1 cr.
ARTS 230	Introduction to Video Art	1 cr.
ARTS 231	Collage/Assemblage	1 cr.
ARTS 381-382	Advanced Photography and Video Art (cr. may be taken as ARTS 381 & then again as ARTS 382)	1 cr. each
ASIA 240	Popular Chinese Film and Culture	1 cr.
ASIA 390	Topics in East Asian Studies	1 cr.
BIOS 205	Introduction to Public Health	1 cr.
BIOS 375	Biostatistics	1 cr.
GEOG 274	Geography of Anglo-America	1 cr.
GEOG 276	Geography of Latin America	1 cr.
HPER 211	Coaching Techniques I	0.50 cr.
HPER 212	Coaching Techniques II	0.50 cr.
HIST 206	History of Mexico	1 cr.
HIST 225	European Women's History	1 cr.
HIST 257	Ethnicity and Conflict in South Africa	1 cr.
HIST 333	Northern Ireland: The Debate	1 cr.
HIST 356	African Slavery	1 cr.
HIST 381	The Mexican Revolution	1 cr.
HONR 470	Media Fellows Senior Seminar	1 cr.
MUS 105	History of Rock/Pop Music	0.50 cr.
MUS 107	Improvisation	0.50 cr.
MUS 113	Keyboard Skills	0.00 cr.
MUS 171-172	Beginning Ballet I,II	0.50 cr. each
MUS 173-174	Intermediate Ballet I,II	0.50 cr. each
MUS 175-176	Beginning Jazz Dance I,II	0.50 cr. each
MUS 177-178	Intermediate Jazz Dance I,II	0.50 cr. each

**CREDIT CHANGE AND NUMBER CHANGE**Geology Courses

GEOL 410 to GEOL 490	Advanced Topics in Geology Change from 1/2 cr. to 1/4-1/2 cr.
GEOL 411a to GEOL 491	Departmental Readings and Problems Change from 1/2 cr. to 1/4-1/2 cr.
GEOL 412a to GEOL 492	Departmental Readings and Research Change from 1/2 cr. to 1/4-1/2 cr.

Geography Courses

GEOG 411b to GEOG 495	Departmental Readings and Problems Change from 1/2 cr. to 1/4-1/2 cr.
GEOG 412b to GEOG 496	Departmental Readings and Research Change from 1/2 cr. to 1/4-1/2 cr.

**GROUP DISTRIBUTION REQUIREMENT REQUESTS**

CSC 121	Computer Science I (Group 1, Non-lab)	1 cr.
HIST 116	Modern Latin America (Group 2)	1 cr.
HIST 276	Women in the US:1890 to Present (Group 2)	1 cr.
PHYS 103	Astronomy of the Solar System (Group 1, Lab)	1 cr.
PHYS 104	Stellar Astronomy (Group 1, Lab)	1 cr.
REL 250	Christianity (Group 4)	1 cr.

**ANNOUNCEMENT**

Title change from:	BIOS 344	Evolution
to:	BIOS 344	Population Genetics and Evolution

## Criteria MAO Uses in Evaluating New Course Proposals

In response to the faculty request, MAO has documented the considerations that the committee has been using over the past decade when discussing new course proposals. They follow.

1. Course numbers should not be reused within a four year period.
2. The course number should reflect the level of the course material as indicated in the course description.
3. The course number should appropriately fit in the sequence of the course offerings. Many departments have course number "codes" using the second digit of the number to represent certain aspects of the disciplines within their curricular offerings. New courses should follow those designations.
4. The course title should:
  - Accurately reflect the course substance
  - Be concise
  - Communicate content on the student transcript (24 spaces available)
5. The course content should be appropriate for a liberal arts curriculum.
6. The total number of courses listed in the catalog should reflect actual offerings taught within a catalog period (two years) as closely as possible.
7. The number of new courses appropriate, even in the case of new faculty, should make allowances for continuing departmental offerings.

MAO assumes that in most cases new faculty will assume responsibility to teach some of the basic offerings already in the department in addition to bringing new subject matter and methodologies to the curriculum.

MAO assumes that some time is required for new faculty to identify and develop new course content appropriate for the department and students at DePauw. Therefore MAO expects that in most cases new courses will be introduced over a period of time and topics courses will frequently be used to develop and refine many courses before they are introduced into the curriculum.
8. The number and substance of courses within a department or discipline should proportionally reflect actual specialities within the existing departmental staffing.
9. If a course affects other department or programs, the department will consult with the persons involved before introducing the course. This involves courses used for teacher certification or multidisciplinary majors or minors as well as courses which may be offered in other departments, e.g. statistics courses.
10. The number of library holdings is adequate to support a new course or there is adequate budget to add needed materials.

THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF DECEMBER 4, 1995

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:05 p.m. in Thompson Recital Hall with approximately 65 members present.

APPROVAL OF PREVIOUS MINUTES

Minutes of the November 6, 1995, meeting were approved as distributed.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

Chairperson Kathy Davis made a motion to remove from the table the motion to adopt a Conflict Studies major. The motion was seconded by Art Evans. Nafhat Nasr presented a brief synopsis of the proposal. (See attached summary.) The motion carried.

Kathy Davis made a motion to suspend the tabling requirement (laying on the table for one month) in order for the faculty to vote on the proposed new residency requirement so it will appear in the 1996-98 university catalog. Bob Stark seconded the motion which carried.

For CAPP, Kathy Davis made the motion: "Fifteen courses applicable toward the degree including six of the last eight must be completed in residence at DePauw University or in a DePauw approved program. Second semester seniors, however, are not eligible to participate in off-campus programs."

CAPP endorsed the following two new minors: 1.) Latin American and Caribbean Studies and 2.) the International Business Program (requirements changed with different courses) which will be forwarded to MAO.

COMMITTEE ON FACULTY (COF)

In the absence of Chairman Gary Lemon, Nafhat Nasr<sup>†</sup> announced that the COF continues its work on tenure cases.

MANAGEMENT OF ACADEMIC OPERATION (MAO)

Chairman Jim Mills stated that MAO has documented the considerations that the committee has been using over the past decade when discussing new course proposals. (See attached).

Also, he announced that the Proposed Departmental Course Change Form (green sheets) will be modified in the spring.

For MAO, Jim Mills made the motion to add the following new courses:

ANTH 258	Race and Ethnicity in American Culture	1 course
ANTH 259	Afro-American Culture and Consciousness	1 course
ANTH 271	African Cultures	1 course
ANTH 272	Caribbean Cultures	1 course
ANTH 352	Urban Anthropology	1 course
ANTH 383	History of Anthropology	1 course
ANTH 452	Senior Seminar in Anthropology	1 course
ARTH 212	Image, Cult, Devotion:Medieval Devotional Art and Its Audiences	1 course
ARTH 232	Islamic Art and Architecture	1 course
ARTH 332	Sin, Fear and Death in European Art, 1050-1550 A.D.	1 course
ARTH 352	Gender and Representation(Early Modern Europe)	1 course
ARTS 230	Introduction to Video Art	1 course
ARTS 231	Collage/Assemblage	1 course
ARTS 381-382	Advanced Photography and Video Art (course may be taken as ARTS 381 and then again as ARTS 382)	1 course each
ASIA 240	Popular Chinese Film and Culture	1 course
ASIA 390	Topics in East Asian Studies	1 course
BIOS 205	Introduction to Public Health	1 course
BIOS 375	Biostatistics	1 course
GEOG274	Geography of Anglo-America	1 course
GEOG276	Geography of Latin America	1 course
HPER 211	Coaching Techniques I	0.50 course
HPER 212	Coaching Techniques II	0.50 course
HIST 206	History of Mexico	1 course
HIST 225	European Women's History	1 course
HIST 257	Ethnicity and Conflict in South Africa	1 course
HIST 333	Northern Ireland:The Debate	1 course
HIST 356	African Slavery	1 course
HIST 381	The Mexican Revolution	1 course
HONR470	Media Fellows Senior Seminar	1 course
MUS 105	History of Rock/Pop Music	0.50 course
MUS 107	Improvisation	0.50 course
MUS 113	Keyboard Skills	0.00 course
MUS 171	Beginning Ballet I	0.50 course
MUS 172	Beginning Ballet II	0.50 course
MUS 173	Intermediate Ballet I	0.50 course

Minutes 12/4/95 (cont.)

3.

MUS	174	Intermediate Ballet II	0.50 course
MUS	175	Beginning Jazz Dance I	0.50 course
MUS	176	Beginning Jazz Dance II	0.50 course
MUS	177	Intermediate Jazz Dance I	0.50 course
MUS	178	Intermediate Jazz Dance II	0.50 course
MUS	191	Italian Diction for Singers	0.50 course
MUS	192	German Diction for Singers	0.50 course
MUS	193	French Diction for Singers	0.50 course
MUS	194	English Diction for Singers	0.50 course
MUS	316	Advanced Musicianship	0.50 course
MUS	337	Art Songs of Germany, Italy and Spain	0.50 course
PHIL	351	Medieval Philosophy	1.00 course
PHYS	103	Astronomy of the Solar System	1.00 course
PHYS	104	Stellar Astronomy	1.00 course
PSY	339	Child and Adolescent Psychopathology	1.00 course
REL	263	Religion in American Culture:Friend or Foe?	1.00 course
REL	265	African American Religious History	1.00 course
REL	271	Feminist Theologies	1.00 course
REL	320	Genesis and Gender:Jewish, Christian and Islamic Readings	1.00 course
RL	400	Teaching of French and Spanish	1.00 course
SOC	219	Sociology of Madness	1.00 course
SOC	246	Field Work	1.00 course
SOC	249	North American Indians	1.00 course
SOC	323	Social Change	1.00 course
SOC	346	Alienation and Society	1.00 course

Tom Emery questioned HONR 470--why is it 1.00 full course and how does it fit in the program? Dave Bohmer responded that the Media Fellows Board felt there should be a senior capstone experience after the internship and after all other course work is done; the number reflects the seriousness of the course.

Art Evans asked why there are so many courses in diction. Patricia Jones stated the courses are aids to singers in the various languages; the spoken language is different from the singing diction.

The motion to add the new courses carried.

Professor Mills then made a motion to discontinue the following courses at departmental request:

ANTH 451,454	Theories of Culture/Change in Society and Culture (being condensed into new course ANTH 452)
ARTS 371-372	Advanced Printmaking and Photography
ECON 342	Legal Aspects of Business

GEOG 272	Geography of North America and South America (being split into two new courses:GEOG 274,276)
HIST 376	From Rags to Riches in the US
HONR 471,472	Media Honors Fellows Seminar (change from 0.5 credit courses to a single 1.00 credit course HONR 470)
HPER 209	Teaching Dance (0.50 course)
MUS 195-196	Diction in Singing (split into four new courses)
MUS 160-168	Ballet and Jazz Dance courses (split and renumbered)
MUS 204	Sophomore Theory
MUS 234	Literature of Jazz
PHYS 100	Astronomy (re-offered as PHYS 103 and PHYS 104)
REL 267	Western Religious Thought I:Plato to Luther
SPAN 400S	Teaching of Spanish
FREN 400F	Teaching of French (both RL 400's being combined into one course,RL400)

The motion was seconded; motion carried.

Professor Mills moved to change credit and/or number in the following courses:

Geology Courses

GEOL 410 to GEOL 490	Advanced Topics in Geology Change from 1/2 cr. to 1/4-1/2 cr.
GEOL 411a to GEOL 491	Departmental Readings and Problems Change from 1/2 cr. to 1/4-1/2 cr.
GEOL 412a to GEOL 492	Departmental Readings and Research Change from 1/2 cr. to 1/4-1/2 cr.

Geography Courses

GEOG 411b to GEOG 495	Departmental Readings and Problems Change from 1/2 cr. to 1/4-1/2 cr.
GEOG 412b to GEOG 496	Departmental Readings and Research Change from 1/2 cr. to 1/4-1/2 cr.

Motion was seconded; motion carried.

Minutes 12/4/95 (cont.)

5.

A fourth motion for MAO was made by Jim Mills to add the following courses as group distribution requirements:

CSC	121	Computer Science I (Group 1, non-lab)	1 course
HIST	116	Modern Latin America (Group 2)	1 course
HIST	276	Women in the US:1890 to Present (Group 2)	1 course
PHYS	103	Astronomy of the Solar System (Group 1, Lab)	1 course
PHYS	104	Stellar Astronomy (Group 1, Lab)	1 course
REL	250	Christianity (Group 4)	1 course

Motion was seconded. Ellen Parker asked, "What is considered a lab science?" Professor Mills responded that to qualify for group 1, a course should deal with the natural world to be a lab course. Carl Singer requested a committee to address the question of what it means to be a lab science. Provost DiLillo appointed CAPP and MAO to consider this.

Motion carried.

Professor Mills announced a title change for BIOS 344 from Evolution to Population Genetics and Evolution.

#### SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Dan Shannon announced faculty survey results regarding Rush. The survey showed that there is lower class attendance, less class participation of those who do attend, and less motivation. Rush is not at a good time. Various initiatives have been taken by Dean Alan Hill and the Student Affairs staff. Professor Shannon assured the faculty that Dean Hill will be relentless on this issue in future years.

Professor Shannon stated that faculty input is needed. Indifference will win out without faculty response.

The GLCA meeting was held at Ann Arbor; DePauw was represented by Professor Shannon. Some highlights of that meeting included aspects of the GLCA's new five year plan (joint issues on faculty development, further opportunities for faculty and WWW discussion). Other items included frozen salaries, program deletions, faculty cuts, policy changes, and curricular changes.

#### REPORTS FROM OTHER COMMITTEES

##### FACULTY DEVELOPMENT COMMITTEE (FDC)

Karin Ahlm had no announcements for this committee.

### ASSESSMENT COMMITTEE

Karin Ahlm announced that faculty survey information is needed. It is valuable for the university's 1997-98 accreditation regarding self-study. She pointed out that it is confidential information.

### REMARKS FROM THE PRESIDENT

President Bottoms stated that small liberal arts schools now represent only 5% of the students in higher education. We must be less dependent on tuition and more dependent on fund-raising. There are competing needs for money (scholarships, revising various housing options to stabilize enrollments, the libraries and faculty development). CAPP will work with this. Anyone wanting to serve on this committee should contact Kathy Davis.

### OLD BUSINESS

Steve Raines questioned the religious/ethnic/cultural holidays issue. After some discussion of the issue, Len DiLillo said concerns and/or suggestions should be sent to either Fred Lamar or Len DiLillo.

### NEW BUSINESS

Acting Dean of Academic Affairs Bob Garrett made a motion to grant degrees to those students in CLA and Music who have satisfied all requirements for graduation at the end of this semester.. Seconded by Bob Stark. Motion carried.

### ANNOUNCEMENTS

Meryl Altman stated that proposals for the GLCA Conference are encouraged.

President Bottoms made some comments regarding Professor Shannon's GLCA report.

The DePauw PR Club will have child care available on December 16th as a community service project.

Registrar Ellie Ypma announced that first semester grades are due December 28th. Because it is such a tight schedule, grades may be faxed to the Registrar's Office or the Computer Center or they may be left in the drop box at the Campus Police and Security Office.

Fred Lamar said the Chaplain's Office will have two days of child care at Gobin Church.

Approximately one hundred individuals have applied for the position of Dean of Academic Affairs. The Committee met twice during November. Most of the applications will be read by December 25th; interviews are planned for mid-February.

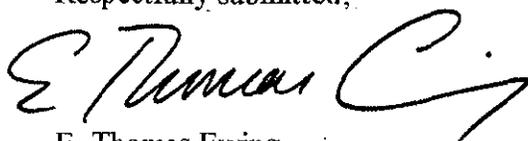
Minutes 12/4/95 (cont.)

7.

ADJOURNMENT

Provost DiLillo adjourned the meeting at 8:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "E. Thomas Ewing". The signature is written in black ink and is positioned above the printed name.

E. Thomas Ewing  
Secretary Pro Tem of the Faculty

**Agenda**

For the Faculty Meeting of February 5, 1996

1. **Call to Order** - 7:00 PM, Thompson Recital Hall
2. **Approval of Previous Minutes**
3. **Reports from Coordinating Committees**
  - Committee on Academic Policy and Planning* (Kathy Davis)  
Announcements
  - Committee on Faculty* (Gary Lemon)  
Announcements
  - Committee on Management of Academic Operations* (Jim Mills)  
Announcements: 1.) Course Title Changes  
EDUC 370 "The Middle School" from "The Modern Middle School"  
EDUC 290 "Technology in Instruction" from "Computer Technology  
in Instruction"
  - Motions: 1.) Course Discontinuations at Dept. Request  
HIST 202 Early Modern European Women  
(Has been replaced by HIST 225 European  
Women's History)
  - 2.) New Courses  
WS 390 Independent Study (1/2 to 1 cr.)  
POLS 382 Global Issues (1 cr.)  
HONR 151-152 Management Fellows First Year  
Seminar (1/2 cr. each sem.)  
OCS 321 Introduction to British Culture  
(1 cr.)
  - Scholastic Achievement Committee* (Dan Shannon)  
Announcements
4. **Reports from other Committees**
  - Faculty Development Committee* (Karin Ahlm)  
Announcements
  - Assessment Steering Committee* (Karin Ahlm)  
Announcements
5. **Remarks from the President**
6. **Old Business**
7. **New Business**
  - a. Motion concerning final exam schedule for 8 o'clock classes  
(see back of this page) (Steve Raines)
  - b. Motion to approve honorary degrees (Len DiLillo)
8. **Announcements**
  - a. Faculty Committee Election Schedule (Howard Brooks)
9. **Adjournment**

Motion Concerning 8:00 AM Timebank Final Exam Date

WHEREAS being in the classroom during the 8:00 a.m. timebank is repugnant to many DePauw faculty and students alike, and

WHEREAS this broad aversion to 8 o' clock classes produces operating inefficiencies due to (1) underutilization of institutional resources, especially classrooms, during the 8 o' clock hour and (2) the resultant heightened demand at other, more popular class hours (with the serious, attendant complications for the course registration process as well), and

WHEREAS it would seem ill-considered to take actions that would exacerbate and otherwise compound this problem by making the 8 o' clock class time even more unattractive than it already is, especially when other faculty approved actions (e.g., requiring that a minimum percentage of each department's semester offering of courses occur within this hour) are adopted for the express purpose of staunching what would otherwise be even greater avoidance of the 8 o' clock timebank, then

BE IT RESOLVED by this faculty that, beginning with the fall semester of 1996, final examinations for the 8 o' clock timebank shall always be scheduled on some day in the final exam period other than the final day.

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:05 P.M. in Thompson Recital Hall with approximately 65 members present.

APPROVAL OF PREVIOUS MINUTES

The minutes of the December 4, 1995 faculty meeting were approved with the following corrections:

on page 1, under the CAPP report, the motion concerning the number of courses taken at DePauw carried.

on page 5, under the SAC report, Prof. Shannon attended the GLCA Academic Council meeting.

on page 6, under Announcements, Prof. Altman's request was for proposals for the GLCA Women's Studies Conference.

The number of courses in the Conflict Studies major, printed in a separate summary circulated with the minutes should be eleven instead of nine.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

Chairperson Kathy Davis asked that faculty interested in attending the Faculty Retreat in late February contact her. She also announced that the initial comments concerning Winter Term were positive and a full report would be given at a later faculty meeting.

COMMITTEE ON FACULTY (COF)

Prof. Jeff McCall, in the absence of Prof. Gary Lemon, speaking for the first time in his eleven years on the faculty, announced that COF continues to review tenure cases and will begin to review the promotion cases shortly.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

Prof. Jim Mills announced the following changes in title:

EDUC 370 "The Middle School" from "The Modern Middle School"  
EDUC 290 "Technology in Instruction" from "Computer Technology  
in Instruction"

Prof. Mills moved, for MAO that:

"HIST 202 - Early Modern European Women be discontinued."

After confirming that the course had been replaced by HIST 225 European Women's History, the motion was approved.

For MAO, Prof. Mills moved:

"The approval of the new courses:

WS 390 Independent Study (1/2 to 1 cr.)

POLS 382 Global Issues (1 cr.)

HONR 151-152 Management Fellows First Year

Seminar (1/2 cr. each sem.)

OCS 321 Introduction to British Culture (1 cr.)"

The motion was approved.

#### **SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)**

Prof. Dave Berque, in the absence of Prof. Dan Shannon, announced that SAC had not met this semester and had no report.

#### **REPORTS FROM OTHER COMMITTEES**

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

Prof. Karin Ahlm reminded the faculty of the February 12 deadline for submitting proposals for summer stipends. The FDC is working on evaluating sabbatical proposals.

#### **REMARKS FROM THE PRESIDENT**

President Bob Bottoms announced that there would be a national search for a new Dean of Admission. Dean Murray is leaving the post to work on a new project with Indiana High Schools that is being developed under a grant from the Lilly Foundation.

The President also announced the names of the members of the North Central Accreditation Self-Study Committee: Chairperson and Coordinator Karin Ahlm, Marty Catanese, David Harvey, Ken Kirkpatrick, Jeff McCall, Marcia McKelligan, Martha Rainbolt, and Jim Rambo. Dean Patricia Jones will be working with the committee.

Finally, the President encouraged the faculty to participate in the February 23 - 24 Retreat. CAPP will be asked to help set priorities for the academic portion of the development campaign. The retreat will focus on the next five years and the Chairman of the Board of Trustees will attend the entire retreat. The President justified having the retreat away from campus in spite of the objections of some faculty.

#### **OLD BUSINESS**

There was no old business.

#### **NEW BUSINESS**

Prof. Steve Raines moved:

"WHEREAS being in the classroom during the 8:00 a.m. timebank is repugnant to many DePauw faculty and students alike,

and

WHEREAS this broad aversion to 8 o'clock classes produces operating inefficiencies due to (1) underutilization of institutional resources, especially classrooms, during the 8 o'clock hour and (2) the resultant heightened demand at other, more popular class hours (with the serious, attendant complications for the course registration process as well), and

WHEREAS it would seem ill-considered to take actions that would exacerbate and otherwise compound this problem by making the 8 o'clock class time even more unattractive than it already is, especially when other faculty approved actions (e.g., requiring that a minimum percentage of each department's semester offering of courses occur within this hour) are adopted for the express purpose of staunching what would otherwise be even greater avoidance of the 8 o'clock timebank, then

BE IT RESOLVED by this faculty that, beginning with the fall semester of 1996, final examinations for the 8 o'clock timebank shall always be scheduled on some day in the final exam period other than the final day.

The motion was seconded. After a brief discussion the motion was approved.

#### ANNOUNCEMENTS

Provost DiLillo asked the faculty to present their announcements before the discussion of the motion concerning Honorary Degrees, since the faculty would have to move into executive session for that discussion.

Prof. Howard Brooks outlined the schedule for faculty committee elections.

Prof. Bernie Batto thanked everyone that sent expressions of concern to him in Jerusalem during the fall semester. The faculty welcomed Bernie's return with applause.

Dean of Admission Dave Murray thanked everyone that had helped him for the past seventeen years. He believes that the new program described by the President has enrollment implications. Currently the admission numbers are encouraging.

President Bottoms invited faculty to make an e-mail request for the readings that will be used at retreat.

Prof. Martha Rainbolt invited the faculty to join in applause for Dave Murray and his work as Dean of Admissions. The faculty applauded.

Provost DiLillo updated the faculty on the search for the new Academic Dean. Candidates will be coming to campus in late February, and the process should be completed by early March.

The Provost also announced that the annual evaluation materials request will be distributed in the next few days. The information is used in the annual review and must be returned to Jane Brigman by March 1.

**NEW BUSINESS (Executive Session)**

The faculty moved into executive session to consider the granting of honorary degrees. President Bottoms informed the faculty that Cornel West, the Commencement speaker, would receive the degree of Doctor of Letters. He moved that the degree of Doctor of Journalism be granted to Robert H. Giles. After a limited discussion, the faculty approved granting the degree via a secret ballot, 48 to 7.

**ADJOURNMENT**

The meeting was adjourned at 8:04 P.M..

Respectfully submitted,

Howard Brooks  
Secretary of the Faculty

**Agenda**

For the Faculty Meeting of March 4, 1996

000162

1. **Call to Order** - 7:00 PM, Thompson Recital Hall

2. **Approval of Previous Minutes**

3. **Reports from Coordinating Committees**

*Committee on Academic Policy and Planning* (Kathy Davis)

Motion: CAPP moves that the first year on-campus winter term program be continued into the future as currently designed.

Announcement: Retreat

*Committee on Faculty* (Gary Lemon)

Announcements

*Committee on Management of Academic Operations* (Jim Mills)

Announcements

1.) Course Title Change

SPAN 442 Spanish Literature to "Literature of Spain"

2.) Course Credit Change

MUS 171-178 Dance Classes Reduced from 1/2 Cr. to 1/4 Cr

MUS 901-910 Applied Music Classes Reduced from 1/2 Cr. to 1/4 Cr.

3.) Principles of Calendar Construction

In order to simplify the "building" of the Academic Calendar each year, the Registrar's Office and MAO have put together a set of guidelines that will be used to 'automatically' put together an Academic Calendar. MAO will continue to review each Calendar for potential conflicts of events, timing of events and other potential problems. (See attached guidelines)

4.) Green Sheets

Report on status of new Green Sheet format.

*Scholastic Achievement Committee* (Dan Shannon) Announcements

4. **Reports from other Committees**

*Faculty Development Committee* (Karin Ahlm) Announcements

*Assessment Steering Committee* (Karin Ahlm) Announcements

5. **Remarks from the President**

6. **Old Business**

7. **New Business**

a. Motion concerning faculty self-governance and collegial involvement (see back of this page) (Steve Raines)

8. **Announcements**

9. **Adjournment**

MAR 01 1996

Motion: Concerning faculty self-governance  
and collegial involvement

WHEREAS effective faculty self-governance is dependent upon the participation and leadership of full-time faculty on the various committees of the faculty, and

WHEREAS there apparently exists an increasing disinclination by full-time DePauw faculty to accept both divisional nominations for positions on these committees as well as nominations from committee members to chair and lead these committees and their subcommittees, then

BE IT RESOLVED that the Faculty of DePauw University reaffirms its collective commitment to the concepts of self-governance and shared collegial involvement in the management of the affairs of the faculty, and as an indication of that commitment directs its elected representatives on the Committee on Faculty and requests those administrators involved in the personnel review process to take special care to confirm that beginning in academic year 1997-1998 candidates for personnel decisions achieve at least minimal levels of productive performance and involvement in the University Service component of our faculty evaluation criteria.

February 28, 1996

000163

TO: ALL FACULTY  
FROM: MAO

### PRINCIPLES OF CALENDAR CONSTRUCTION

The goal is to have MAO and the faculty agree to the following principles. If they can be applied successfully, the calendar would be developed and approved by MAO without further faculty input. Years in which the calendar does not allow these principles to fit will be presented to the faculty for review as we currently do.

1. There shall be two semesters of 14 full weeks (minus one day in the spring) plus a final exam period and a four-week Winter Term in January.

a) new student orientation shall begin the Saturday prior to the beginning of classes.

b) The first semester shall begin on a Thursday. Every attempt will be made to have equal numbers of each class days (e.g. 14 Mondays, 14 Tuesdays, etc.).

2. The first semester shall have a one-week Thanksgiving vacation, a fall break, and end prior to Christmas.

a) The fall break will be Thursday through Sunday at the end of the fifth or sixth week, depending which is an away football game.

b) There will be at least five days between the end of final exams and December 25.

c) Whenever possible, final grades will be due before Christmas. However, at least two full grading days (excluding weekends) will be allowed. If there is not time for the grades to be processed before Christmas, grades will be due the next working day after December 25.

3. There shall be a study day only if finals would begin the day after the last day of classes. However, if a weekend occurs between the last day of classes and final exams, there will be no study day.

4. The on-campus Winter Term (W.T.) projects shall last three weeks beginning the first Wednesday after January 1 and ending the fourth Wednesday from then. All independent projects shall last a full four weeks if at all possible.

a) Students shall turn in all their W.T. assignments no later than three days after the beginning of the second semester. Final W. T. grades will be due the third Thursday of the spring semester.

5. Second Semester shall be no more than one day short of 14 full class weeks and shall avoid commencement on the same weekend as the Indianapolis 500 race.

a) Spring break will be the last week of March to fit the community schools spring break.

b) Commencement will be on a non-500 race weekend Saturday in May. There shall be no more than two full days between the last final exam period and Commencement. Grades for seniors will be due the Thursday morning prior to Commencement.

6. Mid-term progress reports are due the Friday of the seventh week of each semester.

7. A special calendar committee sets special weekends, such as Old Gold, Parent's weekend, Little Sibs' weekend, Little 500 time trials and race and Alumni Reunion weekend.

8. Skeleton calendars (opening day, semester classes and finals, Winter Term, and Commencement) will be set so that parents bringing first-year students to campus will know the commencement date for their students.

**THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF MARCH 4, 1996**

**CALL TO ORDER**

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:02 P.M. in Thompson Recital Hall. Prof. Bryan Hanson asked if a quorum was present. Although less than sixty faculty were present, the meeting continued with announcements and all items that required faculty action were delayed until a quorum was present.

**REPORTS FROM COORDINATING COMMITTEES (Part One)**

**COMMITTEE ON FACULTY (COF)**

Prof. Gary Lemon announced that COF continued to work on personnel cases.

**SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)**

Prof. Dan Shannon announced that SAC is considering changes in the judicial process for cases of sexual assault.

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

Director of the Libraries Kathy Davis summarized the activities at the retreat held in late February. She announced a lunch on March 13, when President Bottoms and Vice-President Dixon would recap the financial situation and begin a dialogue with the faculty. She also informed the faculty of the Board of Visitors meeting at DePauw on March 15 and a Forum on Student Life on March 20.

**REACHING A QUORUM**

At this time, sufficient faculty had arrived to allow Provost DiLillo to declare that a quorum was present. The meeting returned to regular agenda.

**APPROVAL OF PREVIOUS MINUTES**

The faculty approved February 5, 1996 meeting minutes as distributed.

**REPORTS FROM COORDINATING COMMITTEES (Continued)**

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

Kathy Davis moved, for CAPP:

"That the first year on-campus winter term program be continued into the future as currently designed."

Associate Dean Mary English thanked the faculty for leading a Winter Term that generated a positive reaction by the students. Dean English summarized the survey responses of the faculty that worked in the First Year Winter Term. The success of Winter Term depends on enthusiasm of the faculty.

Prof. Steve Raines asked how many faculty worked on the First Year Winter Term in 1996. Thirty-five faculty participated, according to Dean English, but only ten proposals were received by the May deadline. Prof. Raines moved a substitute motion.

A MOTION FOR DISCONTINUING THE REQUIRED PARTICIPATION OF FIRST-YEAR STUDENTS, IN A FIRST-YEAR, ON-CAMPUS WINTER TERM PROGRAM:  
OR, more positively stated:

A MOTION TO PERMIT FIRST-YEAR STUDENTS TO SEEK ADMISSION AND PARTICIPATION IN ANY WINTER TERM PROGRAM OR PROJECT:

WHEREAS at its last extended consideration before the faculty at the faculty meeting of March 1, 1993, continuation of the required, first year, on-campus component of the Winter Term program was given faculty approval by a vote of 50 to 33 (two abstentions), and

WHEREAS this modest margin of approval was given only after administrative guarantees were received that staffing needs that might arise from the required, first year, on-campus component would not be allowed to constrain the freedom of individual faculty to choose to participate in off-campus projects, and

WHEREAS collective faculty support of the required, first year, on-campus component of Winter Term, as manifested by the significant numbers of faculty who are willing to vote for its continuation with little or no intention of participating in it, is best characterized as ambivalent, and

WHEREAS the required, first year, on-campus component of Winter Term is apparently neither operable nor sustainable when dependent upon the service of only those faculty who freely volunteer their participation, and

WHEREAS it will be of dubious educational value to compel other faculty to support with their participation a component of the Winter Term program to which they have little or no commitment, and

WHEREAS educational rationales (variations include the "bonding" and "shared intellectual experience" hypotheses) have been offered for the required, first year, on-campus Winter Term component over other alternatives that could be made available to first year students, but those rationales have not, over several years, revealed themselves to be compelling ones, and

WHEREAS it sometimes appears that recruiting and retention justifications are more important considerations for the required, first year, on-campus component of Winter Term than sound educational ones, therefore

BE IT RESOLVED that beginning with Winter Term 1997 first year students shall be able to seek, without restriction, admission and participation in all of the Winter Term activities and programs presently open only to students of sophomore, junior, or senior classification.

The substitute motion was seconded. Prof. Raines explained the motion.

Dean English questioned the need to change the Winter Term program at this time. Prof. Kathleen Jagger asked if CAPP had considered the points contained in the substitute motion. Director Davis said CAPP had not seen the substitute motion. Prof. Art Evans noted that CAPP had voted 6-1 in favor of the First Year on campus program at its October 23, 1995 meeting. Prof. Evans noted that it was almost impossible for First Year students to do internships. He insisted that remaining on campus enhanced the First Year student solidarity as a class and gave them a sense of ownership. Remaining on campus allows them to become familiar with Greencastle. Prof. Evans noted that staffing concerns also addressed.

Prof. Fred Soster questioned the validity of the summary of the survey. Recalling the earlier misleading use of statistics to support a previous CAPP motion on Winter Term, he wondered what was not being told to the faculty. Dean English said that the entire survey results were on reserve in the Roy O. West Library. However most, but not all responses, are covered in summary.

Some faculty expressed concerns about the small percentage (35%) and small number (eight or 9) of surveyed faculty that favored requiring the First Year students to be on campus for Winter Term. Other faculty worried about forcing all faculty to teach in the program every four years, about approving the current system after only one year of operation, and about accepting the new system without knowing the details.

Other faculty were worried about allowing First Year students to be off campus during their first Winter Term opportunity. Many students might not have a good experience, and a bad experience could hamper future internship opportunities for other students.

Provost DiLillo hoped that all faculty would take their First Year on campus Winter Term obligations seriously. He expressed faith in the faculty to do their very best job.

The question was called. The motion to substitute failed a secret ballot vote with 19 yes and 39 no. The original CAPP motion was approved by an uncounted show of hands. Director Davis asked for faculty volunteers to staff steering committee.

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

Prof. Jim Mills announced a course title change: SPAN 442 from "Spanish Literature" to "Literature of Spain." He also announced that a new Green Sheet for course changes had been developed.

Prof. Mills moved, for MAO,

That the credit for MUS 901-910 Applied Music Classes be changed from 1/2 credit to variable 1/4 credit to 1/2 credit.

The motion was approved.

Prof. Mills informed the faculty of a set of Principles of Calendar Construction that MAO intends to follow every year, unless there are unusual complications. Years in which the calendar does not allow these principles to fit will be presented to the faculty for review.

#### PRINCIPLES OF CALENDAR CONSTRUCTION

1. There shall be two semesters of 14 full weeks (minus one day in the spring) plus a final exam period and a four-week Winter Term in January.

a) new student orientation shall begin the Saturday prior to the beginning of classes.

b) The first semester shall begin on a Thursday. Every attempt will be made to have equal numbers of each class days (e.g. 14 Mondays, 14 Tuesdays, etc.).

2. The first semester shall have a one-week Thanksgiving vacation, a fall break, and end prior to Christmas.

a) The fall break will be Thursday through Sunday at the end of the fifth or sixth week, depending which is an away football game.

b) There will be at least five days between the end of final exams and December 25.

c) Whenever possible, final grades will be due before Christmas. However, at least two full grading days (excluding weekends) will be allowed. If there is not time for the grades to be processed before Christmas, grades will be due the next working day after December 25.

3. There shall be a study day only if finals would begin the day after the last day of classes. However, if a weekend occurs between the last day of classes and final exams, there will be no study day.

4. The on-campus Winter Term (W.T.) projects shall last three weeks beginning the first Wednesday after January 1 and ending the fourth Wednesday from then. All independent projects shall last a full four weeks if at all possible.

a) Students shall turn in all their W.T. assignments no later than three days after the beginning of the second semester. Final W. T. grades will be due the third Thursday of the spring semester.

5. Second Semester shall be no more than one day short of 14 full class weeks and shall avoid commencement on the same weekend as the Indianapolis 500 race.

a) Spring break will be the last week of March to fit the community schools spring break.

b) Commencement will be on a non-500 race weekend Saturday in May. There shall be no more than two full days between the last final exam period and Commencement. Grades for seniors will be due the Thursday morning prior to Commencement.

6. Mid-term progress reports are due the Monday of the eighth week of each semester.

7. A special calendar committee sets special weekends, such as Old Gold, Parent's weekend, Little Sibs' weekend, Little 500 time trials and race and Alumni Reunion weekend.

8. Skeleton calendars (opening day, semester classes and finals, Winter Term, and Commencement) will be set so that parents bringing first-year students to campus will know the commencement date for their students.

#### REPORTS FROM OTHER COMMITTEES

There were no reports from other committees.

#### REMARKS FROM THE PRESIDENT

President Bottoms was unable to attend the meeting.

#### OLD BUSINESS

There was no old business.

#### NEW BUSINESS

Prof. Raines moved:

WHEREAS effective faculty self-governance is dependent upon the participation and leadership of full-time faculty on the various committees of the faculty, and

WHEREAS there apparently exists an increasing disinclination by full-time DePauw faculty to accept both divisional nominations for positions on these committees as well as nominations from committee members to chair and lead these committees and their subcommittees, then

BE IT RESOLVED that the Faculty of DePauw University reaffirms its collective commitment to the concepts of self-governance and shared collegial involvement in the management of the affairs of the faculty, and as an indication of that commitment directs its elected representatives on the Committee on Faculty and requests those administrators involved in the personnel review process to take special care to confirm that beginning in academic year 1997-1998 candidates for personnel decisions achieve at least minimal levels of

effective performance and involvement in the service component of our faculty evaluation criteria.

Prof. John Morrill seconded the motion. He suggested that the faculty consider the use of direct mail ballots on items of significance. He also encouraged the COF to consider a system similar to the one used at Kenyon College, where probationary faculty do not have a service component in their evaluations. Prof. Morrill believes that our evaluation system has hurt our governance system. Prof. Shannon believed the motion to be redundant. Prof. Raines agreed that he was not seeking to change the faculty handbook. Prof. Evans noted the need for the faculty to recommit itself to its basic principles from time to time.

The motion was approved 31 to 15.

Prof. Raines asked about the status of the multicultural holiday list. It is under construction by a committee.

Prof. Raines expressed his concern about upward movement of university wide Grade Point Average. No one is currently studying the issue. SAC, according to Prof. Shannon had raised the issue last semester and had sent it on to the assessment committee. Prof. Ahlm replied that the issue was not part of their job.

Prof. Berque asked if the Evaluation of Teaching committee was still meeting. Prof. Jim Benedix responded that the committee will have an open meeting with the faculty soon.

#### **ANNOUNCEMENTS**

Prof. Howard Brooks reminded the faculty of the upcoming faculty elections.

Provost DiLillo informed the faculty that the Dean of Academic Affairs search committee would be starting final deliberations on the next day. He urged all faculty to submit their comments on the candidates as soon as possible.

#### **EXECUTIVE SESSION**

The faculty meeting moved into executive session to learn about the student appeals of Unsatisfactory grades received for the recent Winter Term in Service trip to Mexico.

#### **ADJOURNMENT**

The meeting was adjourned at 8:51 P.M..

Respectfully submitted,

Howard Brooks  
Secretary of the Faculty

**Agenda**  
for the Faculty Meeting of April 1, 1996

1. **Call to order** - 7 P.M. Thompson Recital Hall
2. **Approval of the Previous Minutes**
3. **Reports from Coordinating Committees**

*Committee on Academic Policy and Planning* (Kathy Davis)

Announcements

*Committee on Faculty* (Gary Lemon)

Announcements

*Scholastic Achievement Committee* (Dan Shannon)

Announcements

4. **Reports from other Committees**
5. **Remarks from the President**
6. **Old Business**
7. **New Business**

a. Motion (Steve Raines): [See attached page for full text]

BE IT RESOLVED by this faculty action that the original schedule for formal CAPP and faculty review and evaluation of the required, first-year WT program in the spring semester of 1997 is restored.

b. Motion (Steve Raines): [See attached page for full text]

BE IT RESOLVED that by this motion this faculty directs the Secretary of the Faculty to poll its members concerning: (a) the faculty's understanding that its decisions about the Winter Term (WT) academic program require specific staffing decisions about which the administration may consult with the faculty but for which the administration has exclusive authority, and (b) the level and specific nature of support for: (1) the on-campus, first-year WT program, (2) the formation of the joint WT Subcommittee of CAPP and MAO as a mechanism for managing the WT program, and (3) each of the various distinct activities that CAPP has already indicated that this subcommittee shall be expected to undertake and perform.

The Secretary of the Faculty shall report the results of this poll at the May 1996 faculty meeting.

8. **Announcements**
9. **Adjournment**

March 15, 1996 (Fri.)

**MOTIONS from Steve Raines for the April, 1996 Faculty Meeting:**MOTION #1:

WHEREAS examination of the notes of the Minutes of the Faculty reveal a recent history of the required, first-year, on-campus Winter Term (WT) program that contains the following major events, each of which included specification of a limited period of program development and implementation before review and assessment:

Faculty meeting of 3/1/93: An extended general discussion and review of the Core WT that resulted in a two year extension that was to end with an explicitly scheduled review in the spring semester of 1996.

Faculty meeting of 4/3/95: A motion (in the face of very mixed data from faculty about their impressions of the WT'95 core program) was proposed by CAPP and approved by the faculty that called for abandonment of the Core WT program and replacement of it with a two-year pilot program (implying a formal review in the spring semester of 1997) of courses/projects designed and offered by individual faculty.

and

WHEREAS the motion advanced by CAPP at the faculty meeting of 3/4/96 and approved by the faculty called for the indefinite continuation of the present required, on-campus WT program for first-year students but contained no provisions for periodic evaluation or review, and

WHEREAS the content of that motion of 3/4/96 superceded existing faculty action that called for a review of the required, first-year WT program in the spring semester of 1997, and

WHEREAS the question on the motion of 3/4/96 was called immediately following defeat of a substitute motion without return to discussion of the full implications of the original motion, then

BE IT RESOLVED by this faculty action that the original schedule for formal CAPP and faculty review and evaluation of the required, first-year WT program in the spring semester of 1997 is restored.

MOTION #2:

BE IT RESOLVED that by this motion this faculty directs the Secretary of the Faculty to poll its members concerning:

- (a) the faculty's understanding that its decisions about the Winter Term (WT) academic program require specific staffing decisions about which the administration may consult with the faculty but for which the administration has exclusive authority, and
- (b) the level and specific nature of support for:
  - (1) the on-campus, first-year WT program,
  - (2) the formation of the joint WT Subcommittee of CAPP and MAO as a mechanism for managing the WT program, and
  - (3) each of the various distinct activities that CAPP has already indicated that this subcommittee shall be expected to undertake and perform.

The questionnaire that follows shall serve as the core instrument for this polling with these qualifications:

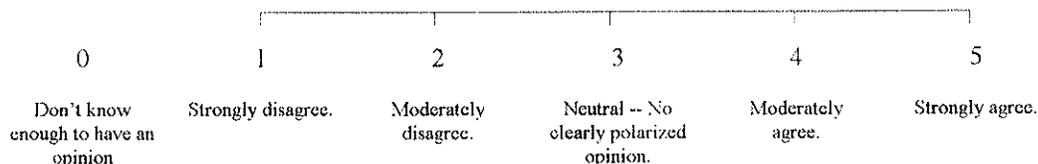
- (1) individual faculty may, within a reasonably brief time period specified by the Secretary of the Faculty, submit additional questions or suggested revisions of existing questions to the Secretary of the Faculty, and
- (2) the Secretary of the Faculty shall be permitted to exercise his personal judgment on behalf of the faculty

regarding whether to add submitted questions or to accept suggested modifications to those questions already in the questionnaire.

The Secretary of the Faculty shall report the results of this poll at the May 1996 faculty meeting.

---

Please rate each of the following statements/questions using the numeric scale shown below:



I. General questions about the Winter Term (WT) program in its entirety:

- A. \_\_\_\_\_ There is a clear need for a subcommittee to develop, oversee, and coordinate all of the various subcomponents of the WT program (e.g., first-year program; on-campus program for students beyond the first year; off-campus projects; internships; etc.).
- B. \_\_\_\_\_ There are enough substandard or otherwise questionable WT projects to justify the adoption of a more formal proposal procedure and establishment of a faculty body to evaluate the submitted proposals.
- C. \_\_\_\_\_ The criteria for defining acceptable on-campus WT projects for sophomores, juniors, and seniors are either too vague or altogether nonexistent and need to be more clearly articulated and objectively specified.
- D. \_\_\_\_\_ The criteria for defining acceptable off-campus WT projects are either too vague or altogether nonexistent and need to be more clearly articulated and objectively specified.
- E. \_\_\_\_\_ The range of past acceptable WT projects has been too broad and heterogeneous, with significant numbers lacking in proper intellectual rigor.
  - 1. \_\_\_\_\_ The above statement is especially true with respect to those projects emphasizing less orthodox, more experiential approaches to learning.
- F. \_\_\_\_\_ Members of the WT Subcommittee should not contest arguments offered in support of the view that continuation of the required, on-campus, first-year program is necessary for continued faculty release from WT duties every second year.
- G. \_\_\_\_\_ The WT Subcommittee should exercise a broad and inclusive approach in its judgments of the project proposals that faculty submit to it.

II. Specific questions about the required, first-year WT program:

- A. \_\_\_\_\_ The criteria for defining acceptable on-campus WT projects for first-year students are either too vague or altogether nonexistent and need to be more clearly articulated and objectively specified.
- B. \_\_\_\_\_ The Winter Term Subcommittee should embrace the view that staffing of the required, first-year, on-campus WT program should be given top priority above other competing demands for finite faculty resources even if the expression of individual faculty preferences for other WT projects and activities must be limited (more so than occurred prior to WT '96).
- C. \_\_\_\_\_ If a faculty member who is required to submit a proposal for the on-campus WT program submits one that in the judgment of the WT subcommittee is of questionable acceptability because of weak design or a poorly chosen topic, then that faculty member should be required to resubmit repeatedly until an acceptable proposal is offered rather than being allowed to sponsor internships or some other alternative project.
- D. \_\_\_\_\_ The program in which first year students are required to participate is of sufficient educational merit that I am willing to support it by teaching in it every other time that I must offer a WT project (i.e., once every four years, if individual faculty are released from WT duties every other year).
- E. \_\_\_\_\_ If the members of the WT Subcommittee must limit the freedom of faculty to offer the WT project that they prefer in order to insure the adequate staffing of the on-campus program, they should take special care to insure that the responsibilities of teaching in the on-campus WT program are equitably shared by all.
  - 1. \_\_\_\_\_ Generally speaking, barring only the most exceptional circumstances, no faculty member should have to teach a second time in the required, first-year WT program before every faculty member has taught or is teaching in that program for the first time.

- 
- F. \_\_\_\_\_ My commitment to the first year program is sufficiently strong that I am willing to serve in the first year (1997) of the four year rotation.  
(If you responded to the above question with a rating of "4" or "5" would you please sign your name here: \_\_\_\_\_? If you prefer that the anonymity of your other responses is preserved, you may detach this question at the dotted line above and send it in separately.)

ADDITIONAL COMMENTS (attach another sheet if needed):

THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF APRIL 1, 1996

000169

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:05 P.M. in Thompson Recital Hall with about 65 faculty members present.

APPROVAL OF THE PREVIOUS MINUTES

Prof. Art Evans requested that the discussion concerning Winter Term on page 3 of the March meeting minutes be modified to include the complete account from the CAPP minutes of October 23, 1995 since he was quoting from that document.

"A discussion of Winter Term ensued, focusing on the first-year on-campus program. After much debate, CAPP decided to continue its support of requiring first-year students to spend their initial Winter Term on the DPU campus. CAPP's rationale for this decision was based on the following considerations (which are not listed in any particular order of importance):

- it is almost impossible for first-year students to develop and do internships during their first WT
- remaining on-campus during their first WT enhances these students' solidarity as a class
- after 14 weeks of adjustment and integration into college life, their first WT is an excellent time for reassessment and reflection before the beginning of the second semester
- first-year students develop a sense of university "ownership," having the campus to themselves during this month
- WT is an opportune moment to work on basic academic skills which can help them through their four years at DPU
- during this period, first-year students can investigate the many WT options and make plans for future Winter Terms
- remaining on-campus during their first WT provides students with the opportunity to become more familiar with each other, with the wide variety of opportunities available to them at DPU, and with the Greencastle community

The discussion then turned to the staffing of WT. It appeared obvious to CAPP that, if first-year students were to remain on-campus, a sufficient number of first-year WT courses would need to be offered on a year-to-year basis. If the current practice were to continue of allowing DPU faculty to have released time during every other WT, and if the current trends were to continue of how faculty are choosing to satisfy their WT obligation (on-campus courses, sponsoring internships, off-campus trips, etc.), it became very clear to CAPP that there would not be enough faculty to adequately staff any on-campus first-year WT program on an on-going basis. As a result, CAPP saw its choices as two-fold: either ask more faculty to offer first-year courses in the program during their "on" WT (instead of sponsoring internships or going off-campus), or increase the availability of faculty by reducing the frequency of "off" WTs (e.g., from every other WT to every third or fourth WT).

Faced with these two alternatives, CAPP voted for the former in the following motion: "CAPP continues to believe in the value of

requiring all first-year students to remain on-campus during their first Winter Term. In order to provide adequate staffing for the on-campus WT program, all DPU faculty may be periodically required to teach on-campus first-year courses during their 'on' WT." CAPP passed this motion on a vote of six to one.

The minutes were approved with this addition.

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

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

Director Kathy Davis announced that CAPP will invite ten faculty to attend appropriate sessions of the Board of Trustees meeting. Two faculty will represent each division and two members of CAPP will complete the contingent.

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

Prof. Gary Lemon announced that the COF continues to do its work. All fall tenure reports have been completed and sent to President Bottoms. The committee is working on promotion cases.

##### **SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)**

Prof. Dan Shannon announced that SAC is working on the sexual assault policy and changes that will appear in the Student Handbook.

#### **REPORTS FROM OTHER COMMITTEES**

None

#### **REMARKS FROM THE PRESIDENT**

President Robert Bottoms reminded the faculty of the meeting of the Board of Trustees to be held on April 18-19. He promised that the decision on all tenure cases would be made by the next faculty meeting. He also noted that the search for the Dean of Admission was nearly complete.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

Prof. Steve Raines moved:

BE IT RESOLVED by this faculty action that the original schedule for formal CAPP and faculty review and evaluation of the required, first-year WT program in the spring semester of 1997 is restored.

The motion was seconded. Prof. Raines summarized his arguments.

Director Davis, speaking for CAPP, noting that CAPP always intended to review Winter Term, offered a substitute motion:

"That the newly formed WT subcommittee conduct a review and evaluation of the currently designed first year on campus program in the spring 1997 and *each spring thereafter* as long as the current program continues, and that the subcommittee report its findings to CAPP who will, in turn, report them to the DPU faculty."

The motion to substitute was approved. After some discussion about the lack of a specific report date, CAPP agreed that the report to the faculty would be made by the April faculty meeting. The motion was approved.

Prof. Steve Raines moved:

"BE IT RESOLVED that by this motion this faculty directs the Secretary of the Faculty to poll its members concerning: (a) the faculty's understanding that its decisions about the Winter Term (WT) academic program require specific staffing decisions about which the administration may consult with the faculty but for which the administration has exclusive authority, and (b) the level and specific nature of support for: (1) the on-campus, first-year WT program, (2) the formation of the joint WT Subcommittee of CAPP and MAO as a mechanism for managing the WT program, and (3) each of the various distinct activities that CAPP has already indicated that this subcommittee shall be expected to undertake and perform.

[ NOTE: A copy of the proposed survey is attached as an appendix to these minutes.]

The Secretary of the Faculty shall report the results of this poll at the May 1996 faculty meeting."

The motion was seconded. Director Davis, for CAPP, moved to substitute:

"That the contents of the motion be referred to the WT subcommittee for their consideration."

Prof. Raines opened the debate by explaining that his motion was drafted before he agreed to serve on the WT subcommittee. He wanted more data before that committee began to work and was afraid that the committee might "round the corners" off some survey questions. Prof. Evans expressed his belief that the Raines motion bypassed faculty governance. Other faculty expressed concerns about doing too many surveys and questioned the validity of surveys to obtain information. After additional debate, the question was called. There was an objection to calling the question. The vote to call was 30 yes and 20 no. Calling the question failed and the debate continued for a little while longer. The motion to substitute was approved 32 to 13.

Debate continued on the issue of specific questions in the survey, the timing of the survey, and the lack of faith in our committee system. Responding to a point of information, the members of the Winter Term subcommittee were identified: Mary English, Betsy Ingle (not voting), Steve Raines, Steve Timm, Jim Rambo, Tom Ewing, Bob Garrett, and two students: Jamie Lewis and Yong Choe. Debate ceased and the motion was approved.

#### **ANNOUNCEMENTS**

Prof. Rambo announced that the Winter Term subcommittee requests that anyone having suggestions of models for rotating Winter Term teaching schedules to send them to Prof. Tom Ewing. Additional questions regarding Winter Term would be placed in the DEPAUW NOTES conference on the academic computer.

Prof. Kevin Moore announced an open meeting on Thursday to discuss the work of the Evaluation of Teaching Committee.

Prof. Ewing reminded the faculty of the Phi Beta Kappa convocation scheduled for April 5.

Prof. Howard Brooks informed the faculty that the ballots for the election would be distributed later in the month.

Prof. Ellen Parker announced a mathematics talk by Dr. Morris to be held Tuesday evening, April 2.

#### **ADJOURNMENT**

The meeting was adjourned at 8:29 P.M..

Respectfully submitted,

Howard Brooks  
Secretary of the Faculty

## Attachment to the Minutes of the April 1, 1996 Faculty Meeting

Survey proposed by Prof. Raines in his second motion under  
New Business

Please rate each of the following statements/questions using the numeric scale shown below:

0	1	2	3	4	5
Don't know enough to have an opinion	Strongly disagree.	Moderately disagree.	Neutral - No clearly polarized opinion.	Moderately agree.	Strongly agree.

I. General questions about the Winter Term (WT) program in its entirety:

- A. \_\_\_\_\_ There is a clear need for a subcommittee to develop, oversee, and coordinate all of the various subcomponents of the WT program (e.g., first-year program; on-campus program for students beyond the first year; off-campus projects; internships; etc.).
- B. \_\_\_\_\_ There are enough substandard or otherwise questionable WT projects to justify the adoption of a more formal proposal procedure and establishment of a faculty body to evaluate the submitted proposals.
- C. \_\_\_\_\_ The criteria for defining acceptable on-campus WT projects for sophomores, juniors, and seniors are either too vague or altogether nonexistent and need to be more clearly articulated and objectively specified.
- D. \_\_\_\_\_ The criteria for defining acceptable off-campus WT projects are either too vague or altogether nonexistent and need to be more clearly articulated and objectively specified.
- E. \_\_\_\_\_ The range of past acceptable WT projects has been too broad and heterogeneous, with significant numbers lacking in proper intellectual rigor.
1. \_\_\_\_\_ The above statement is especially true with respect to those projects emphasizing less orthodox, more experiential approaches to learning.
- F. \_\_\_\_\_ Members of the WT Subcommittee should not contest arguments offered in support of the view that continuation of the required, on-campus, first-year program is necessary for continued faculty release from WT duties every second year.
- G. \_\_\_\_\_ The WT Subcommittee should exercise a broad and inclusive approach in its judgments of the project proposals that faculty submit to it.

II. Specific questions about the required, first-year WT program:

- A. \_\_\_\_\_ The criteria for defining acceptable on-campus WT projects for first-year students are either too vague or altogether nonexistent and need to be more clearly articulated and objectively specified.
- B. \_\_\_\_\_ The Winter Term Subcommittee should embrace the view that staffing of the required, first-year, on-campus WT program should be given top priority above other competing demands for finite faculty resources even if the expression of individual faculty preferences for other WT projects and activities must be limited (more so than occurred prior to WT '96).
- C. \_\_\_\_\_ If a faculty member who is required to submit a proposal for the on-campus WT program submits one that in the judgment of the WT subcommittee is of questionable acceptability because of weak design or a poorly chosen topic, then that faculty member should be required to resubmit repeatedly until an acceptable proposal is offered rather than being allowed to sponsor internships or some other alternative project.
- D. \_\_\_\_\_ The program in which first year students are required to participate is of sufficient educational merit that I am willing to support it by teaching in it every other time that I must offer a WT project (i.e., once every four years, if individual faculty are released from WT duties every other year).
- E. \_\_\_\_\_ If the members of the WT Subcommittee must limit the freedom of faculty to offer the WT project that they prefer in order to insure the adequate staffing of the on-campus program, they should take special care to insure that the responsibilities of teaching in the on-campus WT program are equitably shared by all.
1. \_\_\_\_\_ Generally speaking, barring only the most exceptional circumstances, no faculty member should have to teach a second time in the required, first-year WT program before every faculty member has taught or is teaching in that program for the first time.

- F. \_\_\_\_\_ My commitment to the first year program is sufficiently strong that I am willing to serve in the first year (1997) of the four year rotation.  
(If you responded to the above question with a rating of "4" or "5" would you please sign your name here: \_\_\_\_\_? If you prefer that the anonymity of your other responses is preserved, you may detach this question at the dotted line above and send it in separately.)

ADDITIONAL COMMENTS (attach another sheet if needed):

**Agenda**

For the Faculty Meeting of May 6, 1996

1. **Call to Order** - 7:00 PM, Thompson Recital Hall

2. **Approval of Previous Minutes**

3. **Reports from Coordinating Committees**

*Committee on Academic Policy and Planning* (Kathy Davis)  
Announcements

*Committee on Faculty* (Gary Lemon)  
Announcements

*Committee on Management of Academic Operations* (Jim Mills)  
Announcements

*Scholastic Achievement Committee* (Dan Shannon)  
Announcements

4. **Reports from other Committees**

*Committee on Administration* (Larry Sutton)  
Report on Compensation Issues

*Self-Study Steering Committee* (Karin Ahlm)  
Announcements

5. **Remarks from the President**

6. **Old Business**

7. **New Business**

Motion to create an Institutional Review Board (Kent Menzel)

Motion to grant degrees to those students that have satisfied all requirements for graduation

8. **Announcements**

Results of Faculty Elections (Howard Brooks)

9. **Adjournment**

THE FACULTY OF DEPAUW UNIVERSITY  
MINUTES OF THE MEETING OF MAY 6, 1996

CALL TO ORDER

Provost Leonard DiLillo called the regular meeting of the faculty of DePauw University to order at 7:04 P.M. in Thompson Recital Hall with about 70 faculty members present.

APPROVAL OF PREVIOUS MINUTES

The faculty approved the April meeting minutes with minor corrections.

REPORTS FROM COORDINATING COMMITTEES

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

Director of Libraries Kathy Davis announced the Resource Allocation Subcommittee membership. The continuing members are David Herrold (Div. I), Dan Wachter (Div. IV), Noah Lemos (Div. II), and Bob Calvert (Div. IV). New members with three year terms are Brian Hanson (Div. III) and Fred Soster (Div. III). One year members are Karin Ahlm (Div. III), Carl Huffman (Div. II and CAPP rep.), and Judy George (Div. I and CAPP rep.). Director Davis also announced the representatives of the divisions and CAPP that attended the April Board of Trustees meeting: Ralph Raymond, Tony Catanese, Paul Watt, Cynthia Cornell, Craig Pare, Bob Stark, Ernie Henninger, Kathy Davis, Larry Sutton, and Page Cotton.

COMMITTEE ON FACULTY (COF)

Prof. Gary Lemon announced faculty review candidates for 1996-97. Candidates for tenure review are David Berque, Maria Luque-Eckrich, and Eva Weisz. Interim review candidates are Melanie Barnes, Hiroko Chiba, Tom Ewing, and Jeff Hansen. Joe Boggs is the only term review candidate. COF has handled 34 cases this year, and hopefully will be finished soon.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

Prof. Jim George announced that new green sheets for course changes are available. Copies of the proposed calendars for 1999-2000, 2000-2001, and 2001-2002 are available with no date for fall break set. MAO will consider time banks for classes at the beginning of next year. The new chair of MAO is Jim George, and Jim Mills will be secretary.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC)

Prof. Dan Shannon informed the faculty that SAC had finished its work on the sexual misconduct board. Prof. Dave Berque, speaking for the advising committee, noted that first year advising lunches will be more flexible in 1996-97. The request for first year advisers is in the mail. The advising committee is considering ways to encourage faculty to participate in FY advising program.

**REPORTS FROM OTHER COMMITTEES****COMMITTEE ON ADMINISTRATION (COA)**

Prof. Larry Sutton offered a brief summary of recent activities involving the committee and the administration. The administration informed the COA of proposed changes in the insurance program. Additionally the administration presented the COA with a list of possible changes in the future: exclusive provider, more of the cost to the employee, more cost of insuring dependent coverage, eliminate coverage for spouses eligible for coverage through another employer, eliminate life insurance, eliminate dental coverage or future retirees. COA objected to the method used by the administration and requested that insurance decisions be made after consultation with the COA. Administrative actions similar to this dissipate the sense of community. The COA opposes charging more than the premium increase from the insurance company. The increase in the salary pool for 1996-97 will be 3 percent. Today, the COA was informed that it will be meeting Friday with the Provost to discuss the distribution of the salary increase. Prof. Watt for an explanation of the decision to charge more than the actual premium increase. Vice President for Finance Tom Dixon responded that the time had come to recalibrate the insurance premiums. Prof. Kathleen Jagger asked if the option of health maintenance programs had been considered. Vice President Dixon noted that wellness programs are expensive to get started. Prof. Jagger reminded everyone that DePauw used to have a wellness director and program. Vice President Dixon commented that without merit pay, the salary pool increase would be about 4.2 per cent. He also said that the Board of Trustees had authorized a higher spending rate on the endowment. President Bottoms invited the faculty to continue the discussion of these issues and others with Ian Rolland, chair of the Board of Trustees Tuesday evening.

**SELF-STUDY STEERING COMMITTEE**

Prof. Ahlm noted that the accreditation visit by North Central will occur in the Spring 1998 semester. The committee is developing a plan for comprehensive review. Next year all units at DePauw will be surveyed. Approximately 40 faculty attended the open discussion sessions offered by the committee. The committee will report on the review plan early in the fall and it intends to use existing committees as possible. The draft of the self-study should be ready in the fall of 1997.

**WINTER TERM SUBCOMMITTEE**

Prof. Jim Rambo announced that the subcommittee had approved in principle all first choice proposals for Winter Term course offerings. The committee had received about twenty-five first choice proposals. The due date for proposals is May 10.

**RELIGIOUS AND ETHNIC HOLIDAYS**

Prof. Jeff Hansen announced that the committee had developed a policy on the Observance of Holy Days and sent it to the Provost. Chaplain Fred Lamar will distribute a list of dates and an informational brochure to accompany the policy that will be sent to the faculty during the summer.

**REMARKS FROM THE PRESIDENT**

President Bottoms announced tenure decisions and promotion decisions to date. Assistant Professor Barbara Whitehead was granted tenure. Meryl Altman, Masha Belyavski-Frank, Dan Shannon, and Steve Timm were granted tenure and promoted to Associate Professor. Marty Catanese, Page Cotton, Vic DeCarlo, Mac Dixon-Fyle, David Field, Tom Hall, Carl Huffman, Nick Mourourzis were all promoted to Professor. Sunil Sahu was promoted to Associate Professor. The faculty greeted these announcements with applause. The President commented that the COF, and the Provost had agreed on all cases thus far.

President Bottoms also announced that the following individuals had accepted nomination to the Board of Trustees: Charles Bennett, Tim Collins, Neal Fisher, Dave Morehead, and David Stone.

The President reminded the faculty of Commencement on May 18 and invited the faculty to the senior reception on the Friday afternoon preceding Commencement at the President's house.

Finally, the President noted that admissions are ahead in deposits by 40 or so. He is guardedly optimistic about the size of the incoming class.

**OLD BUSINESS**

None

**NEW BUSINESS**

Prof. Kent Menzel moved:

"That the Faculty Development Committee investigates policies and procedures for the review of research and other formal university activities involving the manipulation of human subjects."

The motion was seconded. Prof. Menzel explained the need for a review procedure to insure proper treatment of people during research projects. Many external grant agencies and journals require all research to undergo this review. Prof. Menzel, responding to a question from Prof. David Newman, said that he did not know if student research would undergo this review process, but that the process could serve as a teaching device.

Prof. Tony Catanese moved to divide the question into two items:

"That the faculty investigate policies and procedures for the review of research and other formal university activities involving the manipulation of human subjects."

"That the faculty charge (a specific committee) with conducting the investigation."

The motion to divide was seconded and approved. Discussion continued on the necessity of a formal review procedure. The process would also help to reduce the liability of DePauw during any research project.

Prof. Jagger moved to table the motions. The motion to table was seconded and approved.

Prof. Bernie Batto moved:

"That the University grants degrees to those students that have satisfied all requirements for graduation."

The motion was seconded and approved.

#### ANNOUNCEMENTS

Prof. Mark Kannowski announced that AAUP salary information was available to the faculty.

Prof. Jagger announced that Division III had decided to form a long range planning and steering committee. The Division had also proposed using the Faculty Institute (a.k.a. Funny Friday) to do divisional planning.

Prof. Martha Rainbolt announced a wine and cheese reception, sponsored by the faculty development program Wednesday, May 8. The program will recognize the achievements of faculty during the academic year.

Registrar Ellie Ypma announced that grade sheets were in the mail and thanked the faculty for their support.

Prof. Howard Brooks announced the results of the faculty elections.

#### ADJOURNMENT

The meeting was adjourned at 9:01 P.M.

Respectfully submitted,

Howard Brooks, Secretary of the Faculty