Minutes
Liberal Arts Council
17 September 2014, 2:00 pm, FH 230

Presiding: Dean Michael Hennessy
Recording: Associate Dean Lucy Harney

Council Members: Bill Kelemen, Dennis Dunn, Mary Brennan, Beth Erhart, Bob Fischer, Alberto Giordano, Craig Hanks, Susan Day, Dan Lochman, Ken Grasso, Associate Dean Brit Bousman, and Associate Dean Nancy Grayson

1. Approval of minutes:

Council members unanimously approved the minutes of the Liberal Arts Council meeting and retreat of September 3, 2014.

2. Update on Tk20:

Bill Kelemen and Susan Day provided updates and addressed Council members’ questions and concerns regarding the progress in implementing Tk20 for the annual evaluation of faculty and for the maintenance of faculty information, including scholarship and publications.

3. 2-year formal planning review:

Council members reviewed the current University goals, and recommended several alterations and additions to the objectives and key performance indicators (KPIs), which are included in the current draft of the two-year strategic planning document.

Recommendations, which Dean Hennessy will summarize in a memo to Lisa Garza in Institutional Effectiveness, include: the inclusion of faculty creative activities along with scholarship, a clarification of “major” capital expenditures, consideration of quality (in addition to quantity and novelty) in assessing performance and initiatives, and an emphasis on concerns about the increasing instances of deferred maintenance. Council members also agreed to recommend enhanced incentives aimed at retaining academic advisors and support staff.

Dean Hennessy discussed with Council members the reporting of completed department and center goals, the ongoing development and review of new PhD proposals from Liberal Arts, and the shared objective of improving staff retention.
4. **Learning outcomes:**

Lucy Harney reviewed the procedures and deadlines for reporting and approving mission statements, outcomes, and methods for program and general education student learning outcomes.

**Around the Table:**

Faculty and chairs/directors should report problems related to the new grant management software to Britt Bousman. Britt and Jessica Schneider (Liberal Arts Research Coordinator) will assist with all grant-related processes, including travel, accounting, and OSP documentation.

Dennis Dunn endorsed Susan Day’s recommendation to encourage the construction of a hotel and conference center for Texas State events.

Chairs expressed several concerns over continuing problems and errors in course and classroom scheduling. These matters will be brought to the Council of Chairs and possibly to the Council of Academic Deans.

Dan Lochman discussed privacy policies, currently under review, related to the handling of graduate student records by other graduate students.

Bill Kelemen noted that Texas State’s SPSS license has been renewed for the current fiscal year.

The meeting was adjourned.