

ASSOCIATION OF GRADUATE LIBERAL STUDIES PROGRAMS

**Business Meeting
October 8, 2005
Minneapolis, MN**

President Donna Zapf (Duke University) called the meeting to order at 8:30 am.

1. Agenda

Donna Zapf distributed the agenda and indicated that she wished to move one item to the beginning of the agenda. That agenda item was for Phyllis O'Callaghan to speak about the development of a Doctorate in Liberal Studies at Georgetown University. Trent Gabert (University of Oklahoma) moved and Phyllis O'Callaghan seconded to accept the agenda with that change. It passed unanimously.

2. Minutes

The motion was made by Mary Rockcastle and seconded by Phyllis O'Callaghan to approve the 2004 business meeting minutes. The minutes were approved unanimously.

3. President's Report

Donna reported that the national office had been successfully moved from the University of Delaware to the Duke University MALS office and that work was still ongoing. She reported that Ellen Levine in her office had worked tirelessly to complete the relocation and Donna was very pleased with what was happening. This included the development of an effective website that would improve communications and make access to the national office easier and a listserv to provide better information to and communication with members. Additional aspects of the office were discussed including financial management, and it was anticipated that the functioning of the office would be greatly enhanced with this activity because of the support of Duke University.

Donna thanked the board for its hard work and participation during the year. She reported on the additional board meeting that was required during the summer and paid for by the budgets of the various institutions of the board members. She also complimented Dave Rankin for the wonderful job that was done in the Charlotte conference. She noted that this was a "gifted board."

Donna reported that a proposal had been accepted for journal production and that Jerry Jerman at the University of Oklahoma would be the managing editor, responsible for journal production and distribution. She noted that OU had done an exceptional job in its proposal and anticipated that Mary Rockcastle would further discuss this item during the committee reports.

Donna announced that a new member survey, the first since the mid-1990s, would be coming to the membership shortly, and encouraged members to participate. She felt that the benchmarking data that this survey would collect would be particularly useful as we work with our institutions. This also was to be discussed during committee reports.

She also reported that a new committee was being formed to identify best practices for online MALS programs. The committee would be chaired by Susan Nash (Excelsior College), with members Don Hart (Thomas Edison State College), Kathleen Forbes (UNC-Greensboro), and Trent Gabert (University of Oklahoma). Their objective is to produce an extensive online bibliography, reports of other associations, best practices, work that is being done in New York State and other higher education offices. Donna noted that this was one of the top priorities of members who are developing GLS programs.

4. Georgetown University DLS

Phyllis O'Callaghan, Director of the Liberal Studies program at Georgetown University, discussed the recent approval by Georgetown to offer a doctorate of liberal studies (DLS). Phyllis reported that this process had started as early as 1978 when it was discussed at the AGLSP. The proposal was submitted in a variety of forms and activities through the 1980s at Georgetown. Phyllis worked on this from 1996 to 2005, and various proposals went through Georgetown's graduate committee and central administration. She further reported that the core of 14 faculty members of the program worked with the executive director of the graduate council to ensure that it received a thorough hearing. In January 2005, the Georgetown Provost committed to the degree and the faculty voted for it. The degree will require 36 credit hours, have four core courses and will require a dissertation. The first class of ten students has been accepted. There have been almost 200 initial inquiries with 44 actual applicants that the core faculty and admissions committee reviewed. Interestingly, the initial cadre will include two JDs, a key officer in Navy intelligence, an executive with public health, four MALS students, and two from disciplinary programs. It was felt that this was a major development in the field and it was suggested other schools may consider developing a DLS. Phyllis did caution about the difficulty and the extensive process that it required. Additionally, she felt that one had to develop good campus relationships for approval to be obtained. Her report and work was applauded.

5. Treasurer's Report, Jim Pappas (University of Oklahoma)

Jim gave a short report on the financial health of the Association through August 2005 and presented the proposed budget for 2006 (attached).

6. Committee Reports

- a. Nominations Committee, Linda Paulson (Stanford University), chair
Kristine Rabberman (University of Pennsylvania) will be joining the board for three years as an at-large member, to fill the seat vacated by Sandra Lubarsky.
- b. Membership Committee, David Gitomer (DePaul University), chair
David Gitomer indicated that he and his committee had sent fairly assertive and direct letters to Association members who had not yet paid their dues. He indicated that the new process that the membership committee had instituted places the Association in a better position to collect the dues and be up-to-date with this aspect of membership. He announced that new associate members this year include Northern Kentucky University and St. Norbert College, and new affiliates include Cleveland State University and Western Illinois University. In addition, he moved that Oakland University be admitted as a full member. This was approved.

- c. Journal Committee, Mary Rockcastle (Hamline University), chair
Mary Rockcastle reported on the work of the journal committee, including the process the committee had been going through in developing the managing editor RFP and revising the infrastructure (the process for developing job descriptions for the editor, managing editor and board of editors was moving forward). Barry Levis (Rollins College) will remain editor and the University of Oklahoma will be the publisher with Jerry Jerman as managing editor. During the transition, the fall 2005 issue is on schedule. The next phase of journal activity will include a new name and new design, conceptualizing the use of the journal, working with the focus group information that was being collected, and identifying and implementing improvements.

- c. Membership Survey, Melissa Hilbish (Johns Hopkins University), chair
Melissa Hilbish reported that she, Cecilia Solano (Wake Forest University), and Kris Rabberman (University of Pennsylvania) had been working on the survey and that it was “way too long.” They sent it out in the fall to various members of the executive board and others to review and to consider what was important. They indicated that they would be sending the final survey to the membership and appealed to the membership to complete and return them as soon as possible.

7. New Business

Donna acknowledged the good work of outgoing board member Sandra Lubarsky (Northern Arizona University) and presented her with a gift of appreciation from the Association.

Dick Wertime (Arcadia University) suggested that the Association’s current \$150 membership fee was not sufficient to carry on the business of the Association and move it forward in some of the initiatives that had been proposed. He further suggested that these membership dues were minimal and even at \$250 were a bargain compared with fees of other professional associations. He moved that the dues be raised to \$250, and the motion was seconded by Trent Gabert (University of Oklahoma). Linda Benson (Oakland University) asked if he would be willing to accept a friendly amendment that the proposal go out to all the membership prior to a vote. Dick declined, noting that this was the business meeting of the Association and where this business ought to be taken care of, and that it was something that needed to be addressed. June Sturrock (Simon Fraser University) suggested that the jump of \$100 would be significant for her institution. There was some additional discussion and the motion was called. There was a clear majority in favor of the motion (in excess of 25 members). Two members indicated opposition. The motion was carried and the new dues will be assessed for this next fiscal year (2006).

The meeting was adjourned at 9:30 am.

Respectively submitted,
James P. Pappas
Secretary
3/21/06

Attachments:
2006 Proposed Budget

2006 Proposed Budget

	2004 Budget	2004 Actual	2005 BUDGET	2005 8 months Y-T-D TOTAL	Proposed 2006 Budget
<u>REVENUE</u>	-				
-	-				
Membership Dues			19,500	16,745	16,725
2004	19,500	14,250		1,950	
2005			19,500	14,795	
Publications	3,650	3,871	5,800	5,272	6,075
Journal subscriptions	2,000	2,000	1,500	1,685	
Journal sponsorships	1,500	1,450	4,000	3,512	
Other publications	150	421	300	75	
Conference					
2003 Conference		12,120			30,000
2004 Conference	30,000	30,257			
2005 Conference			30,000	6,560	
Interest/Dividends	125	142	125	37	50
TOTAL REVENUE	53,725	60,640	55,425	28,614	52,850
-	-		-		
<u>EXPENSES</u>	-				
-	-				
National Office	14,600	16,298	12,290	8,856	15,200
Conference	20,000	24,824	22,000	808	25,000
Journal	13,000	10,119	14,000	7,754	7,000
Nat'l Fac. Award	1,000	1,000	1,000	98	1,200
Board	3,100	3,455	3,500	4,001	4,200
President's Office	1,000	773	800	202	250
Committees	500	0	500	0	0
TOTAL EXPENSES	53,200	56,468	54,090	21,718	52,850
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NET	525	4,172	1,335	6,896	0