

UNIVERSITY OF ILLINOIS
AT URBANA - CHAMPAIGN

EP.11.33

Office of the Provost and Vice Chancellor
for Academic Affairs

Swanlund Administration Building
601 East John Street
Champaign, IL 61820



March 14, 2011

Abbas Aminmansour, Chair
Senate Committee on Educational Policy
Office of the Senate
228 English Building, MC-461

Dear Professor Aminmansour:

Enclosed is a copy of a proposal from the College of Liberal Arts and Sciences to reorganize the Asian American Studies Program as the Department of Asian American Studies.

This proposal has been approved by the Courses and Curricula Committee of the College of Liberal Arts and Sciences and the Graduate College Executive Committee. It now requires Senate review.

Sincerely,

A handwritten signature in cursive script that reads 'Kristi A. Kuntz'.

Kristi A. Kuntz
Assistant Provost

KAK/njh

Enclosures

c: L. Nakamura

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Office of the Dean

College of Liberal Arts and Sciences
294 Lincoln Hall
702 South Wright Street
Urbana, IL 61801-3631



October 19, 2010

Kritsi Kuntz
Assistant Provost
Swanlund Administration Building
MC-304

Dear Kristi:

The Committee on Courses and Curricula, Dean's Cabinet, Executive Committee, and the Faculty of the College of Liberal Arts and Sciences has voted to approve the following proposal:

Reorganization of the Asian American Studies Program to the Department of Asian American Studies

Please address all correspondence concerning this proposal to me. We would like to hold the public hearing concerning this proposal as soon as possible. This proposal is now ready for review by the Senate Educational Policy Committee for proposed implementation upon approval.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ann M. Mester".

Ann M. Mester
Associate Dean

enclosure

C: Professor Lisa Nakamura



Proposal to the Senate Educational Policy Committee

PROPOSAL TITLE:

Reorganization of the Asian American Studies Program to the Department of Asian American Studies

SPONSOR:

Lisa Nakamura, Director, Program for Asian American Studies; 217-244-9530, lnakamur@illinois.edu

COLLEGE CONTACT:

Ann M. Mester, Associate Dean, College of Liberal Arts and Sciences, 3-1350; mester@illinois.edu

BRIEF DESCRIPTION:

This reorganization reflects our operation as a tenure-granting autonomous academic unit.

JUSTIFICATION:

The Asian American Studies Committee was established in Fall 1997. We became the Asian American Studies Program (AASP) in 2001. In 2004, then-Provost Richard Herman granted AASP "enhanced rights" to hire, tenure, and promote faculty. The unit has developed over the past ten years to be the largest Asian American program in the Midwest and is comparable to many established units on the West coast, considered the traditional home of the discipline. We successfully put forward our first tenure case in AY09-10. We propose the reorganization to formalize our status as an academic unit comparable to other Departments at the University of Illinois. Twelve faculty in our unit voted on March 10, 2010, in favor of the proposal to reorganize as a Department. The vote was [12-0-0 in favor to reorganize as a Department.]

Course Offerings and Programs:

Asian American Studies course catalog includes 21 course titles that are directly under the control of the unit. Of these, five courses fulfill general education requirements in the areas of Social Science, U.S. Minority Culture(s), Literature and the Arts, and Historical and Philosophical Perspectives. Seven courses offer advanced credit hours to the undergraduate student population. The graduate curriculum controlled by Asian American Studies includes six course titles. The core faculty of the unit teach an additional 11 courses that are crosslisted with Asian American Studies. (Appendix A lists the controlled and cross-listed course lists.) The Asian American Studies courses

offered on our campus are comparable in depth and breadth to the course offerings at the top Asian American Studies departments nationwide. Over the past four years, 385 students have registered on average per semester under the multiple AAS rubrics. When enrollment in other crosslisted areas is accounted for, the primarily Asian American Studies courses have enrolled over 600 students per semester on average. Enrollment has shown an increase during this period, attributed to the enhanced curriculum, ability of students to complete a minor, and a growth in general student interest in the study area.

The interdisciplinary minor in Asian American Studies was implemented during the 2001-2002 academic year. With a growing interest shown by the students, by the end of Fall 2010 semester, 48 students have graduated with a minor in Asian American Studies.

A proposal for a baccalaureate degree in Asian American Studies was submitted in 2006 and returned for revisions. It has been substantially revised and approved by unanimous faculty vote this year, and is currently ready for resubmission to the College of Liberal Arts and Sciences. In the absence of a major in Asian American Studies, interested undergraduate students may seek an IPS major through LAS. The first IPS major with a focus in Asian American Studies was awarded in Spring 2007, with a second student graduating in Spring 2010. A third IPS proposal has also been approved by the LAS curriculum committee.

Our proposal to establish a graduate minor in Asian American Studies was fully approved in June 2010.

In addition to the classroom offerings, the Program also recognizes and promotes excellence in student research through two awards, the Clark Cunningham Undergraduate Research Award and the Jeffrey S. Tanaka Asian American Studies Grant.

Faculty and Staff:

The teaching capacity of Asian American Studies is strong and promotes interdisciplinarity. There are 14 core faculty members, 10 tenured and 4 tenure-track (totaling 5.0 FTE budgeted lines; 1 @ 1.0 FTE and 8 @ 0.5 FTE each in AAS). Four of the core faculty members have MOUs with their home departments that include half-time teaching obligations for the Asian American Studies curriculum. Under AAS by-laws, core faculty include all tenure-track and tenured faculty with more than a 0% appointment in the program. In addition, tenure-track and tenured faculty may be elected to the core faculty membership by a majority vote of the core faculty. Thus, core faculty may include faculty who have no FTE in the Asian American Studies Program. There are five affiliate faculty members. The Program recruits 2.5 FTE teaching assistants each semester to assist in the two lower level large courses which are structured lecture-discussion format. There is one Visiting Assistant Professor (1.0 FTE held in AAS). To assist the Director in the daily operations of the unit, 2.0 FTE staff lines are maintained.

Tenure-line faculty 14 (5.0 FTE)

Visiting faculty	1 (1.0 FTE)
Post doc fellows	2 (2.0 FTE)
Admin support	1 (1.0 FTE)
Office staff	1 (1.0 FTE)

Publications and Events:

The AASP is the largest and most active center of innovative scholarship on Asian American Studies in the Midwest, and among the top three programs in the nation in terms of research productivity and quality, curricular development, and faculty numbers. The Balogopal Annual Lecture on Asian Americans and Human Rights, endowed by a generous gift from Professors Emeriti Pallassana and Shyamala Balgopal, brings an important figure in Asian American activism to campus every year for a large public lecture. In the past four years, four highly successful national/international scholarly conferences were organized by the Asian American Studies faculty on the University of Illinois Urbana campus.

We were the institutional home of the Association of Asian American Studies Secretariat, the national organization of the field of Asian American Studies, during 2008–2010. Our office staff organized the annual association conference, coordinated membership, and administered the association's book awards.

Our annual summer retreat is attended by faculty, staff, and students.

Four of our faculty have won major book awards in the field of Asian American Studies: Lisa Nakamura won the Association of Asian American Studies Award in Cultural Studies in 2010, Martin Manalansan received it in 2001, Moon Kie Jung won the 2008 Oliver Cromwell Cox Book Award from the Section on Racial and Ethnic Minorities of the American Sociological Association as well as the 2007 Distinguished Contribution to Scholarship Award from the Political Sociology Section of the American Sociological Association, and Esther Kim Lee received the 2007 Research Award for Outstanding Book-length Study in Theatre Practice and Pedagogy given by ATHE (Association for Theatre in Higher Education).

In addition, last year the University of Illinois Urbana campus was named among the "10 Best Colleges for Asian Americans" by APAP, the Asian Pacific Americans for Progress, due to the strong presence and effective collaboration of the Asian American Cultural Center (AACC) and AASP. Our faculty and staff frequently deliver public talks in the AACC's "Food For Thought" Speaker Series, the 2008–2009 winner of the Student Affairs Outstanding Program Award. The Asian American Studies Program is a thriving, intellectually vibrant, and comprehensive academic unit that offers undergraduate and graduate education in Asian American Studies and is deeply involved in the field at a national level.

There is strong student demand for both a Department of Asian American Studies and an Asian American Studies major. The AASP Advisory Committee that advises the Director includes both an undergraduate and a graduate student representative and both

have enthusiastically endorsed the departmentalization of AASP. Registered Student organizations such as APAC (Asian Pacific American Coalition), APAGSO (Asian Pacific American Graduate Student Organization), and AAA (Asian American Association) have discussed the benefits of having a major in the field of Asian American Studies and have endorsed it as well. The data tell the story best: we currently offer 40 courses ranging from 100-500 level, half of which we “own” and can schedule as we wish: the rest are scheduled in collaboration with units that cross-list them. Thus, we will have no difficulties offering sufficient courses to support an autonomous Asian American Studies major and we currently have a faculty-approved major proposal to put forward in 2011.

Student demand is reflected in the growth of our instructional productivity: we have gone from serving 340 students per semester in AASP courses in 2004-2005 to instructing over 850 students each year from 2008-2010. Some of our courses such as Asian American Studies 100: Introduction to Asian American Studies enrolls over 200 students each semester: there are 280 students enrolled for Spring 2011. Students have said that because they have taken many Asian American Studies courses and benefitted from them that they wish they could obtain a degree in the subject.

Governance:

AASP is a self-governing unit that administers its own budget, evaluates faculty annually and makes recommendations for promotion and tenure. It is governed in accordance with existing bylaws and in accordance with University Statutes. When departmental status is approved, the extant bylaws will be revised such that the unit director functions as a Head (See Appendix B for current unit bylaws).

BUDGETARY AND STAFF IMPLICATIONS:

- a. Additional staff and dollars: No additional staff needed. Minimal budgetary consequences to purchase new letterheads, business cards, and other print material.
- b. Internal reallocations: No internal reallocations needed
- c. Effect on course enrollment in other departments: None needed
- d. Impact on library, computer use, laboratory use, equipment, etc. : None

DESIRED EFFECTIVE DATE:

Fall 2011

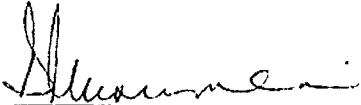
CLEARANCES:

Signatures:



Unit Representative: _____

Date:


College Representative: _____

Date:

Graduate College Representative:

Date:

Provost Representative:

Date:

Educational Policy Committee Representative:

Date:

Appendix A

Courses controlled by Asian American Studies

AAS 100 Intro Asian American Studies
AAS 120 Intro to Asian Am Pop Culture
AAS 199 Undergraduate Open Seminar
AAS 211 Asian Americans and the Arts
AAS 215 US Citizenship Comparatively
AAS 250 Asian American Ethnic Groups
AAS 258 Muslims in America
AAS 290 Individual Study
AAS 291 Hinduism in the United States
AAS 299 Begin Topics Asian Am Studies
AAS 346 Asian American Youth
AAS 365 Asian American Media and Film
AAS 390 Intermed Topics Asian Am St
AAS 395 Adv Asian Am Undergrad Reading
AAS 470 Asian American Psychology
AAS 490 Adv Topics in Asian Am Studies
AAS 501 Theory and Methods in AAS
AAS 561 Race and Cultural Critique
AAS 589 Readings in Asian Am Studies
AAS 590 Asian Am Studies Seminar

Crosslisted courses taught by Asian American Studies core faculty

ANTH/AAS/SOC 184 Asian American Cultures
SOC/AAS 224 Asian Am Historical Sociology
THEA/AAS 260 Intro Asian American Theatre
HIST/AAS 283 Asian American History
ENGL/AAS 286 Asian American Literature
SOC/AAS 328 Asian Americans & Inequalities
EPS/AAS 402 Asian American Education
LLS/AAS 465 Race, Sex, and Deviance
ANTH/AAS 484 Asian Diasporas
GWS/AAS 485 The Politics of Fashion
HCD/AAS/EPS 539 Youth, Culture and Society

Appendix B

ASIAN AMERICAN STUDIES PROGRAM BY-LAWS

Article I. Name

The unit is to be known as the Asian American Studies Program.

Article II. Mission

The Asian American Studies Program at the University of Illinois, Urbana-Champaign, is committed to expanding the traditions of knowledge within academia to address Asian American epistemologies, activities, and experiences. The program also seeks to render scholarly intellectual efforts integral to those of local, regional, national, and international Asian American communities. Faculty, staff, and students associated with the program are expected to contribute to this mission not only through teaching, research, and service activities, locally and nationally, but also through active participation in social, intellectual, and political endeavors.

Article III. Program Membership

Program membership is to be separated into three separate categories of members: *core faculty*, *affiliated faculty*, and *ex-officio members*. Core faculty include all tenure-track and tenured faculty with more than a 0% appointment in the program and all tenure-track and tenured faculty elected to the core faculty membership by a majority vote of the core faculty. Thus, core faculty may include faculty who have no FTE in the Asian American Studies Program. Core faculty vote on all program membership, hiring, and tenure and promotion decisions, with only faculty at rank or higher being able to vote on promotion to and tenure at a given rank (as per Provost's Communication #9). Affiliated faculty are elected by a majority vote of the core faculty and may include tenure-track, tenured, or emeritus faculty members at the University of Illinois. Thus, faculty from other University of Illinois campuses can be affiliated faculty members, but cannot be core members. Affiliated faculty do not vote on hiring, promotion, or tenure decisions. Ex-officio members are also non-voting program members and may include visitors (e.g., visiting researchers, postdoctoral fellows), campus staff or administrators, academic professionals, lecturers, and adjunct faculty elected to be ex-officio members by the core faculty. The Director

may ask ex-officio members to serve in the Program for the duration of their stay on campus. A current program roster will be kept of, and will be made available to, all members of the program.

To become a core, affiliated, or ex-officio member of the program, a letter of intent to join, a resume or curriculum vitae, and additional materials (if requested) must be submitted to the Program Director. The Program Director will circulate copies of the submitted materials to the core faculty. A vote of the core faculty will be taken, with a majority vote required to approve membership. Advisory Committee members will automatically be program members for the duration of their term.

A full meeting of all Program members will be called at least once per semester.

Article IV. Quorum

A quorum of two-thirds of core faculty is required for an official vote to be valid. Faculty on leave do not count in the quorum tally, but do have the right to vote. Votes may be taken by way of either paper or electronic ballot.

Article V. Functions

The Asian American Studies Program is a unit in the College of Liberal Arts and Sciences. It is the responsibility of the unit to:

- A. Stimulate and promote research and curricular offerings in the area of Asian American studies;
- B. Sponsor an interdisciplinary minor that integrates offerings in Asian American studies from the social sciences, the humanities, and other related disciplines;
- C. Add to the university's intellectual environment by sponsoring conferences, colloquia and seminars, brown bag lectures series, invited lecturers, and/or other activities;
- D. Support faculty and graduate student research and publication

Article VI. Administration

- A. The administrative officer of the Program is a Director who shall be appointed by the Dean of the College of Liberal Arts and Sciences, in accordance with the University Statutes.
- B. The Director shall have responsibility for program planning and development functions, management, and budget. S/he shall be a member and the chair of the Advisory Committee.
- C. The program's administrative staff shall consist of the Director, academic professionals, clerical staff, other appointed staff, various work study students, and others.

Article VII. Advisory Committee

The Advisory Committee shall assist in the formation of policy of the Program and advise the Director in the execution of duties. The Director will consult with this group as important issues arise. The committee shall meet as often as necessary but at least twice each semester.

The Advisory Committee and the Director may establish other committees, organizations, and task forces as are deemed necessary.

The Advisory Committee shall consist of the following:

- A. The Director, as committee chair;
- B. Four core faculty members of the Program;
 - 1. Faculty committee members shall be chosen to fill vacated positions on the Advisory Committee by the core faculty members of the program by paper ballot. Staff will take nominations from the core faculty and will produce a list of all nominated candidates to circulate prior to a vote being taken. All core faculty are eligible for nomination except those on leave.

2. Core faculty members on the Advisory Committee will be selected by way of a majority vote of core faculty and will serve a staggered two-year term.
- C. Two student members (one undergraduate and one graduate);
1. Student members will be appointed by the Director.
 2. Student members will serve a minimum of one year with the student's option of serving a two-year term, at the discretion of the Director.
 3. Student members who, for whatever reason, cannot complete their term on the committee will be replaced.
 4. As with all affiliated and ex-officio members, students cannot vote on personnel matters.

Article VIII. *Acceptance, Amendment*

- A. Amendments to any portions of these By-laws may be proposed by any faculty member of the program. In each case, notification of the amendment shall be conveyed in writing to the Director, who shall put the amendment procedure into effect.
- B. Notice of the amendment shall be sent to all Program members.
- After discussion at a meeting, the proposed amendment requires an affirmative vote by a majority of the faculty members of those tenured and tenure-track faculty in attendance.
- C. The By-laws shall be reviewed as the need arises but no less often than every three years.

Article IX. Faculty Grievance Procedures

- A. Informal resolution is *strongly* encouraged prior to the submission of a formal grievance.
- B. A formal grievance concerning actions or policies of the unit or another individual will be lodged and reviewed by the process detailed below. (Grievances related to discrimination by reason of race, sexual orientation, gender identity, and gender expression, national origin, religion, age, handicap, or status as disabled veteran or veteran of the Vietnam era should be made to the University's Affirmative Action office). All committee deliberations will be confidential.
- C. Any formal grievance should be explicitly stated in writing and submitted to the Program Director. Respondent(s) will be given the opportunity to reply in writing to the written grievance. The appellant will be given the opportunity to reply in writing to the respondent(s).
- D. Grievance committees are appointed by the Director, unless the grievance is against the Director. Grievances directed against the Director should be sent to the Dean of the College of Liberal Arts and Sciences. The Dean will follow College procedures and may assemble a committee to review the case.
- E. The grievant will have the right to be accompanied by an advocate or representative of his/her choice at any and all stages of the grievance process.
- F. Grievance procedures will function in a timely manner, specifying reasonable time-frames for each step in the process, and a known point at which the process shall be considered complete.
- G. Procedures for assessing each grievance will be developed by the committee.
- H. The findings of the grievance committee will be communicated in written form to the grievant and to the respondent(s).

Article X. *Student Grievance Procedures*

As a general practice, students should try to work out any problems with a faculty member by approaching the faculty member first. If the student's concern is not met by meeting with a faculty member, then the student should approach the Program Director. The Program Director will then review the matter by talking to both the student and the faculty member and possibly consulting the advisory committee before reaching a resolution. In the very rare instance in which a student concern goes beyond this level, an undergraduate student should be referred to the Office of the Dean of Students and a graduate student should be referred to the Graduate College.

It is important to note that there are very legitimate and important instances in which a student may feel uncomfortable about going to the professor first (e.g., sexual, gender, or racial discrimination, harassment), in which case the student should go directly to student affairs and should by-pass the program altogether.

Article XI. *Staff Grievance Procedures*

Academic Professional staff of the Program will follow grievance procedures as outlined by the University of Illinois's Council of Academic Professionals' by-laws.

Civil Service staff of the Program will follow grievance procedures as outlined by the University of Illinois's Civil Service by-laws

Article XII. *Annual reviews*

- A. All matters relating to Annual Faculty Reviews should conform to Provost's Communication 21, and all matters relating to Annual Academic Professional Employee Reviews should conform to Provost's Communication 22.
- B. The research, service, and teaching contributions of each program faculty member (tenure track or tenured) with more than a zero percent appointment in the program will be reviewed annually. In instances in which a faculty member is undergoing a third year, promotion, or tenure review, that review will also serve as the annual review.

- C. The director will request materials for review. The director and Personnel Review Committee will assess those materials. The director will then draft a report, which the Personnel Review Committee will review.
- D. Relevant feedback resulting from the review will be provided to each faculty member in writing.
- E. The outcome of annual reviews will be used to determine the Personnel Review Committee's recommendation for merit increases.
- F. The process by which annual reviews are conducted will be reviewed at least every seven years by the Director.

Article XIII. *Third year, tenure, and promotion faculty reviews*

- A. The Program will review faculty in the program with more than a 0% time appointment for third year, tenure, and promotion reviews in accordance with Provost Communication #9.