

Council Meeting
Campus Commons 2201
October 18, 2022 3:30-5:00 p.m.
Minutes

Present: Beals, Bebee, Casey, Couch, Geisendorfer, Holman, Kraver, Muller (chair), McClatchie, Records, Smith, Steele

Absent: Creasy, Houston, Youngs, Staton

Meeting called to order at 3:31

Approval of the Agenda: Approved without objection with no additions.

Approval of the Minutes of the Last Meeting (10/04/2022): Approved

Announcements

Reports

- Chair's Report (Muller)
 - Welcome Enrique Bernales, new Written Communication and World Languages CCC Member, Course are coming – review curriculum approval process.
- Standing Reports
 - GE Council (Matchett)

Matchett discussed the process for review of LAC proposals. Board Policy does not contain the CCC stage. The workflow has been managed by a workaround. Betsy Kienitz has been managing the workflow and will continue to do so until a new administrative person is hired. Matchett walked the council through the steps in the workflow process, with special attention to the CCC role and its interaction with the full council, as well as the respective roles of the Faculty Senate admin in facilitating the process. [document is found in the Sharepoint under the course review folder->op manuals folder]

October GE council meeting was cancelled, so there is no meeting report.

- AVP of Undergraduate Studies (Matchett)

Faculty Senate admin position has been posted. We are at least a month out before a hire can be made.

Curriculum working group met this summer to make a centralized curriculum handbook. Feedback is being solicited before it is promulgated. Also, anyone having trouble with the technical catalog.help@unco.edu

Matchett led the council through some of the data available on the Power BI site, specifically a graphic representation of course fill rates in LAC courses.

- Core Curriculum Committee Reports
 - Written Communication & World Languages (Holman): N/R but complete
 - History, Literature, & Humanities (Smith): N/R
 - Philosophy & the Arts (Casey): N/R
 - Social & Behavioral Sciences (Beals): N/R
 - Mathematics & Natural Sciences (Steele): N/R
 - International & Multicultural Studies (Kraver): N/R
- Ad Hoc Committee Reports:
 - Assessment & Curriculum (Muller):
 - See New Business
 - Outreach & Communication (Kraver): N/R

Unfinished Business

- Process for addressing backlog of “grandfathered” classes that have not been approved into LAC since started requiring course mapping and revised IS/MS criteria/chart
 - Confirm that we decided on 10/4 that would add to Indirect Assessment Memo – need to identify if course approval was prior to changes, pre sending memo.
Matchett: Because we only recently got up to speed with new criteria, there are many cases where the originally approved syllabus has not been changed to conform to new standards. NJM can get current syllabi and upon finding one can contact chair to ask that the syllabus of record be updated appropriately. This to be included as part of indirect assessment follow-up report. It can then be put through the workflow on a pro forma basis.
- Board Policy Updates – no more Life of Mind Representative on Council
 - Okay to move to 16 Voting Members? Motion to recommend that the Senate Casey moved, Kraver seconded, that we recommend that the Faculty Senate amend the Board Policy Manual to reflect a 16-member body. Approved without objection.
- What should we call CCC’s now that we no longer have a Core in the Core Curriculum Committees?
 - Don Holman suggested Curriculum Category Committee

- Formal Memo for Course Accepted into LAC highlighting Indirect and Direct Assessment Requirements
 - Once there is draft assessment council will review.

New Business

- Direct Assessment
 - Sub-Committee Recommendations
 - Six-year rotation by category (rather than by competency). The Council agrees to this schedule.
 - Okay to have IS/MS assessment ongoing rather than separate year? Kraver recommends that we indirectly assess new courses, since so many have been approved in the past year. But as to direct assessment, IS/MS competencies will be part of the direct assessment process by category. Discussion followed about how to ensure that we are assessing IS/MS SLOs. Suggested that we make a rubric that allows us to assess the precise selection of outcomes per course. Three courses in the History (LAH1) area are being offered this term, but only one in the History department. Beebee noted that he could write a rubric for this term if given the outcomes.
 - Classes taught in full academic year (not single semester) assessed
 - Strategic sampling of all courses is a possibility
 - Okay that we may not assess a course in every prefix?
 - The Council will expect that student artifacts be stored for an assessed assignment on Canvas
 - need to have it “stored” to do eventual validation of scoring
 - Muller stressed that we need to continue reminding faculty that we are not assessing individual courses or instructors, we are assessing student learning with respect to the competencies across the entirety of the Liberal Arts Curriculum.
 - Extended discussion of how many sections to assess in the History department. Our hope is to assess all sections.

Comments for the Good of the Order

Adjournment at 4:55

Tom Smith
Vice-Chair/Recording Secretary