



Liberal Arts Council

Council Meeting
CC 2201
September 19th, 2023 | 3:30-5:00p.m.
Minutes

Present: Bebee, Byers, Casey, Dineen, Geisendorfer, Houston, Matchett, McMahan, Muller, Smith, Wood

Present via Zoom: Elkins, Fryer, McClatchey, Records, Staton

Guests: Henke, Levin

Absent: Couch, Steele

Call to Order

The meeting was called to order at 3:30pm.

Approval of the Agenda

The agenda was approved without objection.

Approval of the Minutes of the Last Meeting (8/29/2023)

Completed reformatting of Social & Behavioral Sciences Curriculum Category Committee Report. Minutes Approved.

Announcements: None.

Reports

- Chair's report (Muller): LAC website kudos from Kyle Ann Nelson, Sociology chair! She found ISR reports and information on updating grandfathered IS/MS courses very easily. Our updated communications and detail in CCC findings in ISR reports are making a difference. Met with Stacy Bailey (English Education) to answer questions about course approval, and our criteria-based approach was appreciated. Communicated via email with Mit McLoughlin about Biology Direct Assessment. Reviewed Canvas Rubrics, Angela Steele's video, which was really helpful. Also conferred with Chad Beebe and emailed with Mit about ISR process and Direct Assessment lab/lecture requirements. BIO LAC impacted faculty will be meeting on Friday of this week. If chair Muller receives a request for review of syllabi for a new course, then she will pass along to CCC chair and report back finding from CCC to requester.
- AOER Report (Muller, Henke, Levin): Muller: LA -AOER conversation exploration project using Provost Innovation Grant funds yielded four reports. Three found conversation not to be readily feasible. One, Mariana Lazarova in Physics and Astronomy, AST 109 – The Cosmos found conversion to be feasible. Grant group chose to use remaining grant funds to support Lazarova to convert this course. Will be taught in



fall and beyond as a low-cost around \$20 course which will yield significant student savings. Henke: We have state grant money for course conversion to OER; we opened apps yesterday (flyer hand out). OER is the primary focus, ZTC = Zero Textbook Cost, is a secondary focus. Priority for the grant is being given to LAC, gtPathways, high section/enrollment courses, and high-cost textbook courses. Smith asks if a course is already OER can a grant be used to upgrade the course with new materials? Henke will ask co-PI, Jen Mayer, and get back to Chair Muller. Henke is also working on creating an OER list for every LAC class, as a way to let instructors and students know what is available (will be posted on UL's website). Public resources to be made available by the mid-spring 2024. Levin reminded that OER is connected use with Diversity, Equity and Inclusion. Discussion of ways to increase LAC faculty incentives to work OER conversation. Consider making a change to the current workflow and add an OER question. Provide hyperlink to UL OER resources and promote OER grant opportunities on LAC website. Include course cost in current offerings dashboard. Concurrent discussion comparing OER to Publisher-lined "universal access." Henke to send Muller electronic information and Muller will send an email to LAC Unit Leaders alerting them to OER grant opportunities. LAC will work on OER information to be included on Council webpages.

- Standing Reports
- GE Council (Matchett):
 - September meeting:
 - Eight revised STAAs schedules for reaffirmation (will go into effect January 2024): BIO, CHEM, COMM, ECON, GEOG, PSYCH, SOC
 - Review of state articulation agreement and streamlining transferability.
 - Four more up for revision discussions this fall: Art History, ENG, HIST, POLI SCI
 - Matchett is continuing to work with relevant unit leaders.
 - Offering LAC linked micro credentials including badges (scannable) is in keeping with state notion of general education certificate.
 - UNC's IS/MS LAC course designations are unique and could be additional stackable micro credentials.
- AVP of Undergraduate Studies (Matchett):
 - One change to CCC appointments (HLH CCC): Michale Oravitz for James Hall. Matchett thanks PVA for being proactive in assessing faculty workload and identifying a faculty member to become CCC member.
 - Clarifying LAC vs. gtP (background for agenda item):
 - The Council has made the requirements for inclusion into our LAC categories are *identical* to the state content and competency requirements for each category (including subcategories where relevant).
 - Last year, the Council also voted to require our courses to have gtP status. This adds two things to the content and competency requirements
 - Must include the CDHE statement (This course is approved....)
 - Must be offered at least once every two years.
 - Though every course we *offer* is both LAC & gtP, students who transfer in may receive LAC credit *without* gtP. This occurs when a private/out of state course transfers in as equivalent to the departmental content of a



course that has LAC status. it "inherits" LAC status from the equivalency, but because there is no syllabus review, we cannot guarantee it fulfills the gtP content and competency requirements.

- Regarding department course equivalencies, the registrar generally reviews all 100-200 and generally 300-400 level transfer courses are sent to specific academic units for review. This process may vary slightly by academic unit as has been negotiated with registrar.
 - If a course is not equivalent to a UNC course, it may meet LAC criteria. Course may transfer in as a unit elective but count as an LAC course. It is the criteria used in this scenario that the registrar has asked the LAC to review, keeping in mind that what is reviewed by the registrar is the course description to see if it meets attribute criteria.
- Curriculum Category Committee Reports
 - Written Communication & World Languages (Wood): Is there a UNC policy regarding percentage of online versus face to face classes that are offered? No, there is no policy. Our CCC has four members and two will be going on sabbatical. Wood will include Matchett in the email communication about sabbatical coverage. The English writing committee started pre-requisite writing for LAC course CO2 courses (test optional now, have old SAT). Is this work appropriate for CCC? Yes, Matchett recommends outreach to units currently offering CO2s that are not currently represented on the CCC. Have item under new business.
 - History, Literature & Humanities (Smith): No report.
 - Philosophy & the Arts (Casey): Houston and Casey have been working with PVA, looking at courses within CCC that did not pass last year. Seven members received assistance with developing updated syllabi.
 - Social & Behavioral Sciences (McMahan): No report.
 - Mathematics & Natural Sciences (Steele): No report.
 - International & Multicultural Studies (Muller): Have item under new business.
 - Ad Hoc Committee Reports
 - Assessment & Curriculum (Muller)
 - Sub-Committee Meeting Report: No report; we have not met.
 - Update from Director of Assessment (Beebe): We successfully completed our first year of assessment! We previewed the data to the Assessment Council. *Beebe gave background:* We developed a project timeframe, did a deep dive into Canvas this past summer and created a paradigm for using Rubrics. We are offering Canvas Rubrics development training sessions and we made videos in IDD which we could link to on LAC's Assessment webpage. Two more workshops will be offered this week. We launched an improvement project for academic effectiveness (through Kim Black's office) and we will be working with NHS faculty the first week of October. We are working on dashboard access with Derek Herbert. Who should get dashboard access? We could attach the dashboard to a team in Teams. We updated the Assessment website's Assessment Toolbox page.



Badging and micro credentialing presents questions about timeline and logistics. HLC Assessment Leadership cohort work supports general education programs and UNC is well aligned with HLC. HLC Looks for groups like LAC and wants to know: what is the conversation surrounding data? We need to show evidence of student learning and not just report completion. We are developing communication strategies. There are concerns about dashboard access; why would administrators need access? Define the LAC's role and the unit's role. LAC can identify patterns across categories and ways to improve curriculum. This issue will be a future LAC agenda item. Direct Assessments are required to be done by HLC, but reporting is not required. Are we designing our own assessments at UNC? Yes, and is this a conflict of interest? To be discussed in a future LAC meeting. Muller emphasizes assessment needs to be used constructively. UNC's HLC national accreditation will occur later in the Fall semester. HLC will schedule through Kim Black. HLC's visit has been done remotely, but they also reserve the right to come onsite.

- Outreach & Communication: 23-34 committee still under construction.

Unfinished Business

- Polish LAC website
- Board Policy and Bylaws
- Finalize LAC-gtP alignment for all courses

New Business

- LAC Policy Exception Requests:
 - Andrea Maldoff – Recommend approve (WCWL): Student to graduate UNC this December and has completed 6 credit hours under WCWL, both meeting CO2. This is a one-time exception due to transfer complications and we are not granting the requested transfer course CO-3/LAW-3 status. Nor are we setting a precedent that two CO2 courses can satisfy the LAW sequence requirement.
 - MOTION: Wood firsts, Casey seconds. Approved by unanimous voice vote. The motion was approved.
 - Aspen Dufour – Recommend approve (IS/MS): Student has taken 100 level World Language course and is at 156 credits. 100 level courses cannot satisfy the LAC due to alignment with gtP category designation, but course has similar cultural content to 200 level SPAN courses that do have IS designation. Student is currently taking a course that was in Area 7 of the Core and is in the workflow to seeking approval in the Curriculum. This is a one-time exception for this student due to fulfilling the spirit of the LAC IS requirement.
 - MOTION: Muller firsts, Smith seconds. Approved by unanimous voice vote. The motion was approved.
 - Thomas Brandstrader – Recommend approve (IS/MS): Student took HIST120 before it was designated IS. The syllabus is the same, only no mapping. This will set a precedent for HIST120 offered Spring and Summer 2023 to count as an IS course.
 - MOTION: Smith firsts, Wood seconds. Approved by unanimous voice



vote. The motion was approved.

- LAC Website: Muller requested LAC website feedback via email from LAC members. McClatchey sent Muller a broken link. If this is a state link, then it is broken. Muller will follow-up.
- LAC Transfer Course Criteria (Muller): Current RO Criteria for LAC Transfer Evaluation done in the Registrar's Office is from 2019 which means it is from the old Core not the current Curriculum. Is updating this a CCC project? Request for clear and current nomenclature. Muller to send out to LAC members later this week, along with a list of all Category SLOs. CCC's will work on brief wording that registrar can apply to reviewing transfer course descriptions.

Comments to the Good of the Order

Matchett's call for internal revitalization grants and increased online course offerings.

Adjournment

The meeting was adjourned at 5:06pm.