

**LIBERAL ARTS COUNCIL**  
North Hall Conference Room  
September 6, 2016

**MINUTES**

Present: Fitzpatrick, Smith, Milstead, Kraver, Bentz, Urbach, Baird, Johnson, Markowski, Wieben, Geisendorfer, Steele, Nelson, Gardner, Newman, Iannacchione, Trelogan, Franklin, Gibson, Byrnes

**Call to Order at 3:33pm**

**Approval of Agenda**

**Approval of the Minutes (n/a)**

**Chair's Report (Fitzpatrick)** – Updated the council on the LAC Retreat from August

**Announcements**

**Standing Reports**

**GE Council Report (Bentz)** – The first meeting is this coming Monday. Deadlines for re-review of gtP courses have been shared. Areas 1 & 2 must be reviewed this fall. All final approvals have to be completed and submitted to the state by January 2017. State is now allowing institutions to review and approve their own courses for gtP.

**October 6<sup>th</sup>**, Campus Deadline due to Abby/Sam and then she will send out to CCC, Areas 1 & 2 need to rewrite syllabi to meet the syllabus standards

**October 18<sup>th</sup>**, Courses are due back from CCC

**November 1<sup>st</sup>**, LAC will review and give approval or defer

**AVP Report (Smith)** – October 6-8<sup>th</sup> is the Network for Academic Renewal's *Global Learning in the College Curriculum* Conference. Smith would like to know if anyone is interested in attending. The deadline is September 21<sup>st</sup>. Please contact Smith if interested.

**Core Curriculum Committee Reports** – Baird's area 6 is continuing to work. He is awaiting input from his area.

**Ad Hoc Committee Reports** –

First meeting on the 20<sup>th</sup> will meet in North Hall Conference Room. During this meeting, Committees will vote on Chairs, discuss objectives, and will provide a mission statement.

**Assessment:** Geisendorfer, Wieben, Markowski (elected), Byrnes (elected), Gibson, Newmark

**Curriculum Committee:** Franklin, Sauble-Otto, Newman, Nelson (elected), Milstead, Chen

**Policy and Bylaws:** Gardner, Steele (elected), Johnson, Iannacchione

**PR and Outreach:** Urbach (elected), Trelogan, Kraver, Prelog, Olivo

**New Business**

**New LAC meeting schedule**

**State Timeline**

**SCI 291 (Baird)** – Scientific writing which is overseen by the area 1 committee but area 6 faculty teach the course. Since this course is often taught by adjuncts, the instructors aren't typically aware of the LAC requirements. So, PR and Outreach might be able to pass along information about the LAC requirements to help instructors address the needs of the course. The plan is to communicate and discuss this with SCI 291 faculty and then reach out to the area 1 committee to see if this course should be part of the composition area. Baird will work on this task.

**LAC Course Nomination draft** – Markowski will forward the new form and request feedback within a week's time. The goal is to have this done and approved for the October 6<sup>th</sup>

deadline for the state review.

**Review SharePoint**

Fitzpatrick reminded those present about using SharePoint to access important documents.

**Unfinished Business**

Continuation of EED exception to the “nine-credit rule” discussion

Institutional data collection special reports - Reach out to Karen Raymond if you’d like a specific report, etc.

AY 16-17 Goals

Develop Area Competencies

Establish methods and timelines for assessing courses in the core

Course Reviews (ensure that the syllabus and learning outcomes are clearly aligned with  
gtPathways competencies, etc.)

**Comments to the Good of the Order**

**Meeting Adjourned at 4:57pm**

Colleen Fitzpatrick, Chair

Abby Pekar, Recording Secretary