



Liberal Arts Council

Council Meeting
North Hall Conference Room
October 15, 2019 3:30-5:00 p.m.
MINUTES

Member(s) Present: Baird, Byrnes, Geisendorfer, Harraf, Johnson, Leatherman, Markowski, Matchett, Smith, Trelogan, Urbach, Wood

Member(s) Absent: Blair, Fitzpatrick, Granrud, Kraver, Muller

Guests: Clavir

Call to Order

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

Approval of the Agenda

- Agenda approved with no objection.

Approval of the Minutes of the Last Meeting (10/1/2019)

- Minutes approved with no objection.

Announcements

- Colleen Fitzpatrick will join LAC as the UGC representative.
- The Student Senate representative position is still vacant.
- Call for volunteer to represent LAC at APC meetings.

Reports

- **Chair's Report** – (Geisendorfer Co-Chair) – If you couldn't participate in the Townhall meetings, you can submit comments on the Draft 10-Year Vision Feedback Survey, available online until Friday (10/18).
- **Standing Reports**
 - *GE Council* (Matchett) – From the Open Educational Resources meeting, there is encouragement from the state to reduce text book costs for students. Emerging discussion is taking place concerning a new piece of legislation regarding awarding credit for workforce activities, similar to PLA. Universities may need to accept/award credit down the road; GE council is asking how universities would integrate such credit into GE curriculums. Reapproval process is happening this fall for GT-SS2 & GT-SS3. Focus at the State is shifting to revamping statewide articulation agreements.
 - *IAP Report* (Matchett) – Strategic hiring will occur this fall, with expectation of a more normal hiring process in the spring for the following year. The University budget is very constrained, but units are encouraged to submit requests for crucial staffing needs. UGC, GR, and IAP together will develop metrics for evaluating/developing academic units, using a shared governance model to ensure faculty are included in process.
 - *Core Curriculum Committee Reports*
 - Language and Mathematics (Wood) – If we see a course pop up for review, how do we know the deadlines? Nothing in the curriculum workflow enforces a deadline.



DISCUSSION: The Registrar's Office deadline is November 1st; this date is meant to provide time for review by the CCC and the full council. There is confusion among faculty as to how long it takes for courses to go through a college's own curriculum review process and subsequent LAC review. Matchett will follow up with the Deans. The Council will look at this for the November meetings. Reminder: All CCC members can view courses in the curriculum workflow, but only the chair should be clicking "approve."

- History, Literature, and Humanities (Smith) – Items coming soon
- Philosophy and the Arts (Trelogan) – No Report
- Social and Behavioral Sciences (Granrud) – No Report
- Physical and Life Sciences (Baird) – We put together a proposal for Area 6 courses. Students can take area 6 courses with same prefix (previously, multiple prefixes were required). With the new LAC, is there anything stopping an Area 6 class from fulfilling IS/MS?

DISCUSSION: The LAC Summary document outlines the IS/MS designated courses come from the *Arts & Humanities*, *History*, and *Social & Behavioral Sciences* areas. Faculty Senate added the A&H,H,S&BS stipulation in an amendment during the 4/15/19 Senate meeting. Since IS/MS categories are not State requirements, UNC has flexibility to make changes to the curriculum.

- International and Multicultural Studies (Kraver) – No Report
- Ad Hoc Committee Reports*
 - *Assessment and Curriculum have been removed until needed.
- Outreach & Communication (Kraver) – No Report

Old Business

- New Statement for the LAC Web Site on Our Curriculum Approval Process
 - Trelogan – This would replace what we currently have on the website. Perhaps we need to add a deadline for when courses need to reach us. Should this be posted on the Registrar's Office website or the LAC website, too?
 - Matchett – It would be good to have the deadline posted on one website and have other sites link to it to ensure consistency in dates.
 - The checklist for the new Liberal Arts Curriculum does not use numbered area language. Should the Curriculum Approval Process document be written to reflect the new designations?
 - Courses approved for the Liberal Arts Core will automatically carry over to the respective area in the Liberal Arts Curriculum. Only the Elective area of the Core is being removed entirely.
 - Clavir – Coding for Banner and Degree Works still in question; courses will likely carry multiple attributes to account for the overlap between the Liberal Arts Core and the Liberal Arts Curriculum.
 - Trelogan will have a new draft for review next time, incorporating Baird's suggestions with links to area 6 tables, reference to deadlines, and reference to new Liberal Arts Curriculum.

New Business

- Reapproval for GT-SS2 and GT-SS3 courses – State deadline 11/19/19
 - Syllabi will be requested, collected, and distributed to Granrud for review by the Social and Behavioral Sciences CCC.
 - Once reviewed, Matchett will submit a list vouching for the fact that the courses have been reviewed; the actual syllabi do not need to be delivered to the State.



- Review and Possible Revision of the Liberal Arts Core Syllabus Standards Checklist
 - Student Affairs – Recommended Syllabi Statements: <https://www.unco.edu/student-affairs/division-support/syllabi-statements.aspx>
 - Instructors are required to follow the guidelines but not required to list the University's recommended statements regarding Academic Integrity, Disability Resources, Equity & Inclusion policy, Title IX, and Food Insecurity/Basic Needs on syllabi.

DISCUSSION: With the proliferation of statements, and recognition that statement specifics may change, it may be preferable to link to them rather than list them all on syllabi. Providing links keeps syllabi from becoming too long, keeps printing costs down, and ensures the syllabi are referring to current statements; the Colorado Community College System uses this method. We may want to draw attention to some statements explicitly.

MOTION: Baird – It is moved that the Council make the academic integrity statement required on LAC course syllabi.

SECOND: Harraf

VOTE: Approved by voice vote. Two abstentions.

- Matchett – As a general comment, no specific mandate required – today's students are confused about what 'office hours' are, thinking it means executive time, rather than available hours to visit. Perhaps a phrase like 'drop-in hours' is clearer. Overall, faculty need to have more discussion with students who don't understand.
- CCC changes – Discussion
 - Core Curriculum Committees were set up in the first place with a view to equalize work load for various committees, split up by course numbers.
 - Course numbers in areas have changed over time.
 - Change to the composition of the CCCs would require change to Board Policy.
 - Specifications could be limited to allow more flexibility, but there is recognition that having structure is beneficial for guiding future selections.
 - There is consensus that committees should be able to configure themselves in order to be best suited to their jobs.
 - Physical Science is the only CCC that has four seats; all other groups have five or six members.
 - It has been difficult to get people to volunteer and fill all positions in the CCC areas.
 - Some CCCs are an amalgamation of seemingly unrelated subject areas; for course review purposes, members lean on those fellow members with expertise in the subject area of the course being reviewed.
 - The purpose of the CCC is to examine State-prescribed competency requirements.
 - Competency requirements vary by area, not necessarily by discipline.
 - An ad hoc committee could be a way to hear from the committees and see what works and where improvements could be made.

MOTION: Markowski – It is moved that the Council establish an ad hoc committee consisting of CCC chairs to examine the composition of the Core Curriculum Committees and consider possible revisions to the language of the BPM specifying the composition of the Core Curriculum Committees.

SECOND: Baird

DISCUSSION: Tara Wood is willing to chair the ad hoc committee.

VOTE: Approved by voice vote.



- Plans for the Coming Year – Discussion postponed until next meeting.

Comments for the Good of the Order

- None

Adjournment

- The meeting was adjourned at 4:56pm.

Tom Trelogan
Chair

Betsy Kienitz
Recording Secretary