



Liberal Arts Council

Council Meeting
Kepner Hall 2025
April 19, 2022 3:30-5:00 p.m.
MINUTES

Present: Beals (McMahan), Beyers, Denny, Geisendorfer, Houston, Kraver, Leatherman, Matchett, McClatchey, Muller, Smith, Uglean Jackson, Urbach, Wood

Absent: Staton, Steele, Yamprai

Guest: Black

Call to Order

The meeting was called to order at 3:35pm.

Approval of the Agenda

Approved without objection.

Approval of the Minutes of the Last Meeting (04/05/2022)

Approved without objection.

Announcements

Reports

• **Chair's Report** (Wood)

- Indirect Assessment update: Year one findings will be compiled and sent to units in early Summer. Unit leaders have been notified of the timing. Follow up for courses reviewed in year one will occur in year two. At the end of next Fall semester, we will notify units with courses slated for review the following Spring.
- Direct Assessment planning/implementation: Guest Speaker, Kim Black, Assistant Provost for Academic Effectiveness
 - Black thanked the Council for its work on LAC assessment. It's a great help in preparing to meet the expectations for the next HLC review in 2024/2025.
 - Part of the HLC review will be showing evidence of direct assessment of our general education learning outcomes. HLC accreditors are looking for whether UNC has created an assessment infrastructure that is sustainable and consistently used.
 - Black and Wood have met to brainstorm a process for course-embedded assessment through Canvas to satisfy the needs of HLC.
 - Utilizing Canvas will help ease the data collecting burden, with no additional work at the academic unit level to collect/analyze data.
 - How it works:
 - The Council, the LAC faculty assessment liaison, and the instructional design team will create rubrics for use in Canvas.
 - Instructors of courses designated for direct assessment will pull the rubric into the course assignment(s) and use Canvas for the scoring of the designated



assignment(s).

- Then, the data can be fed electronically to the appropriate report/dashboard.
- Council members are encouraged to apply for the LAC faculty assessment liaison position, especially as this role will be working closely with the Council in developing the direct assessment process.
- Spring reminders:
 - The LAC faculty assessment liaison position is open until filled. Candidates are encouraged to submit their applications by May 13.
 - We are accepting LAC direct assessment grant applications through the end of Spring semester.
 - The deadline for Summer Bridge applications is April 25.
- Standing Reports
 - *GE Council* (Matchett) – The last meeting focused on work-based learning and the SHEEO transfer policy project. Matchett reminded members about the upcoming Spring 2022 Faculty-to-Faculty conference. Any LAC member is welcome to attend; please reach out to Matchett for registration information.
 - *AVP of Undergraduate Studies* (Matchett)
 - Expectations for Canvas use: Echoing the comments from the above direct assessment discussion, course-embedded assessment through Canvas is easier on the Council and on the faculty whose courses are being assessed. It would be good to have LAC courses, or at least *x*-number of sections, on Canvas. UGC has discussed creating minimum expectations for Canvas use for undergraduate courses, but no official recommendation/action has been taken so far.
 - S/U grading option: UGC sent a recommendation to APC to adopt a student option for S/U grading. APC will continue discussion into next year and may develop a policy proposal. The earliest a new policy would go into effect would be the academic year after it is approved at Faculty Senate. UNC is unique among Colorado institutions in not having an S/U grading option. There are various parameters to work out, such as whether LAC courses might be eligible. LAC interests are represented at APC by the LAC Chair.
 - We are finalizing CCC membership for the next year.
 - *Core Curriculum Committee Reports*
 - **Written Communication & World Languages** (Wood) – Tara Wood will serve again as chair. Yavanna Brownlee will replace Melody Denny.
 - **History, Literature, & Humanities** (Smith) – Tom Smith will serve again as chair.
 - **Philosophy & the Arts** (Yamprai) – Leo Welch is willing to serve another term.
 - **Social & Behavioral Sciences** (McMahan) – James Kole is willing to serve another term.
 - **Mathematics & Natural Sciences** (Steele) – No Report.
 - **International & Multicultural Studies** (Kraver) – We are reconstituting with the same members; Jeri Kraver will serve again as chair.
 - *Ad Hoc Committee Reports*
 - **Assessment & Curriculum** (Wood) – No Report.
 - **Outreach & Communication** (Muller) – Muller confirmed rooms/times for classroom video recording.

Unfinished Business

New Business



• **Indirect Assessment reporting – International & U.S. Multicultural Studies**

- Courses under review: AFS 100, AFS 101, ASIA 116, ASIA 216, CHIN 116, CHIN 216, ELIT 290, MUS/ASIA 248, PSCI 110.
- The Council reviewed the International & U.S. Multicultural Studies CCC's findings, which included tables cataloging each review element that show where updates are needed.

DISCUSSION:

- Many courses are missing course mapping on the syllabus, both for their primary designation as well as their IS/MS designation.
- For indirect assessment, we are looking for continued adherence to approved criteria.
- However, IS/MS criteria has changed since many of these courses were first approved.
- Since IS/MS criteria has been completely revised in the past year, we will ask that units update their course to meet the new requirements and submit it through the curriculum workflow.
 - In this way, we will ensure that a model syllabus (meeting current IS/MS criteria) exists in the workflow, which serves as the curriculum depository.
- Kraver asked that course mapping be provided on the syllabi (as is expected for all LAC categories), and additionally, that the separate IS/MS assessment charts be included with course proposal materials when submitted in the curriculum workflow.
- Communicate the following to units:
 - changes needed for the teaching syllabus, and
 - if the course has IS/MS, alert them to the new SLOs and that the course needs to be submitted through the curriculum workflow for review (with the IS/MS assessment chart in addition to course mapping on the syllabus).
- If a course was reviewed/approved in the workflow in the past year, we'll need to make sure the teaching syllabus is aligned with the model syllabus approved in the workflow.
 - These courses may not necessarily need to resubmit their proposal in the workflow; however, the unit leader needs to ensure that all teaching syllabi are aligned with the model.

MOTION: Kraver – It is moved to accept the IMS CCC recommendations regarding the indirect assessment findings.

VOTE: Approved by voice vote.

Comments for the Good of the Order

Adjournment

The meeting was adjourned at 4:40pm.

Tara Wood
Chair

Betsy Kienitz
Recording Secretary