



Liberal Arts Council

Council Meeting
Campus Commons 2204
November 2, 2021 3:30-5:00 p.m.
MINTUES

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

Call to Order

The meeting was called to order at 3:32pm.

Approval of the Agenda

Approved without objection.

Approval of the Minutes of the Last Meeting (10/19/2021)

Approved without objection.

Announcements

Reports

• **Chair's Report** (Wood) –

- The deadline for proposals to reach the LAC stages of the curriculum workflow was November 1st. The Council will vote on any proposal that reaches the LAC stage of the workflow by this date for possible inclusion in the AY23 catalog.
 - The guaranteed vote is on the version received by 11/1. Many proposals need revisions, and we cannot guarantee there will be adequate time for review of revisions within this catalog cycle if the revisions were received after 11/1. We will review revisions as time allows.
 - Betsy has copied CCC Chairs on review notification emails.
 - CCCs should make their recommendation to the Council within two weeks of receiving a proposal.
 - All CCC recommendations (for approval or denial) will come to the Council for a vote.
 - When a course proposal is added to the agenda, the proposal originators are invited to attend the meeting.
 - Council members should review all course proposals on the agenda prior to the meeting and come prepared with specific reasons if they disagree with the CCC's recommendations.
- In addition to using the curriculum workflow, council members can view course proposal information in the "course review" folder of the SharePoint. There is also an excel spreadsheet in this folder that tracks course review status.
- Thanks to the CCCs for their work, especially CCCs with heavy review loads.
- Thanks to Betsy for management and support in the curriculum workflow.



• Standing Reports

- *GE Council (Matchett)* –
 - STAAs and curriculum planning: STAAs are agreements between two- and four-year institutions to ensure that students who have completed their two-year degree through an STAA are able to transfer and graduate from their four-year program in an additional two years/sixty credit hours. Students who transfer to UNC as part of an STAA have their LAC waived (including IS/MS), since they have already completed State general education requirements as part of their two-year degree. Departments may still have courses that happen to be LAC as part of their *major* requirements but must ensure students who transfer in under a STAA can complete the major in 60 hours at UNC.
- *AVP of Undergraduate Studies (Matchett)* –
 - Degree Planner: We are in the process of implementing the degree planner tool in Degree Works. The tool will show students what specific courses they must take to complete their degree (and will automatically update as they register each term). It will allow us to better plan course scheduling, including how many course sections might be needed each term for LAC categories. Departments should think about the order in which students might move through LAC requirements (e.g., when should they prioritize Writing, Math, History, etc.). Degree planner will also reduce LAC policy exemption requests based on mis-advisement since needed categories/designations will be documented in the plan.
 - Curriculum development versus curriculum approval process: There is a distinction between publishing the catalog (catalog workflow process managed by the Registrar’s Office) and making sure our curriculum has appropriate content (faculty-driven process). The curriculum/catalog workflow is where we collect/organize information for the catalog and where we house the background steps of approval. The other pieces around the substance of the curriculum (such as development of a course for inclusion in the LAC) are better suited for faculty conversations outside of the curriculum workflow. It is more efficient for faculty to connect with their colleagues/CCC representatives to discuss what is appropriate for inclusion in the LAC before submitting a course through the workflow. The same idea holds true for programs; there should be conversations among faculty before submitting a program proposal in the workflow. Encourage outreach in your areas to work collaboratively. The deadline for curriculum changes to appear in the subsequent academic year catalog is December 31 each year, but curriculum submissions and approvals can occur year-round and will be printed in the next available catalog. If a proposal still needs work and doesn’t get approval in Fall, units can still work on it in Spring and CCCs must continue to review. Once a course is approved, it goes in the next available AY catalog.
 - Syllabi submitted for approval versus actual teaching syllabi: Syllabi submitted for approval are often a “model”, but it is the teaching syllabi that will be reviewed for assessment purposes. Teaching syllabi should not drift too far from the approved model but do not have to be submitted through the workflow.
- *Core Curriculum Committee Reports*
 - **Written Communication & World Languages** (Wood) – No Report.
 - **History, Literature, & Humanities** (Smith) – We are reviewing several courses; two are under new business.
 - **Philosophy & the Arts** (Yamprai) – We are reviewing several courses.
 - **Social & Behavioral Sciences** (McMahan) – No Report.



- **Mathematics & Natural Sciences** (Steele) – No Report.
- **International & Multicultural Studies** (Kraver) – We are reviewing several courses.
- *Ad Hoc Committee Reports*
 - **Assessment & Curriculum** (Wood) – IDD and Assessment Council reached out to discuss LAC assessment. Once we debrief, we'll plan how to facilitate review.
 - **Outreach & Communication** (Wood) – Please review the new script for the LAC video. If you have feedback on the script or ideas for interviews, please email Wood.

Unfinished Business

New Business

• **Course Review**

- **ENG 207 Native American Literature** – HLH CCC recommends approval in LAA2/GT-AH2; IS/MS CCC recommends approval in LAMS.

MOTION: Wood – It is moved to approve ENG 207 for inclusion in LAA2/GT-AH2 and LAMS.

VOTE: Approved by voice vote.

- **HIST 250 LGBTQ History in the United States (1900-2000)** – HLH CCC recommends approval in LAH1/GT-HI1.

MOTION: Wood – It is moved to approve HIST 250 for inclusion in LAH1/GT-HI1.

VOTE: Approved by voice vote.

• **Request for Exemption**

- **Potts** – request to count CHEM 103/103L toward LAC Area 6
 - Denial is recommended as there is no evidence of mis-advisement, and the course has never had LAC status.
 - Student has sophomore status and plenty of room to complete an LAC 6 course.

DISCUSSION:

- Although CHEM 103/103L is a science course with a lab experience, it's designed as a basic chemistry course to prepare students to take CHEM 111 or CHEM 281 (both of which are LAC courses).
- If there had been a record of poor advising, the Council would take that under consideration.
- Advising staff need to be aware that a clear rationale is required when seeking a policy exemption. It doesn't help the student to submit an exemption request with no rationale or basis for approval.

MOTION: Wood – It is moved to deny Potts' request to apply CHEM 103/103L toward LAC Area 6.

VOTE: Approved by voice vote.

Comments for the Good of the Order

Adjournment

The meeting was adjourned at 4:13pm.

Tara Wood
Chair

Betsy Kienitz
Recording Secretary