

**LIBERAL ARTS COUNCIL**  
North Hall Conference Room  
October 4, 2016  
**MINUTES**

Attendance: Fitzpatrick, Smith, Kraver, Milstead, Black, Urbach, Sharp, Baird, Geisendorfer, Markowski, Wieben, Newmark, Byrnes, Gardner, Nelson, Iannacchione, Johnson, Steele, Franklin, Gibson

**Meeting Called to Order at 3:30pm**

**Approval of Agenda - Approved**

**Approval of the Minutes from September - Approved**

**Chair's Report (Fitzpatrick)**

**Announcements**

**Standing Reports**

**GE Council Report (Bentz) as reported by Fitzpatrick** – November 18<sup>th</sup> is the deadline for MATH and COMM to submit the materials to Pekar/Black. Packets will go to the CCC. December 6<sup>th</sup> meeting the Council will review the feedback from the CCC and will either approve the curriculum or send it back for changes.

For re-review, course nomination forms aren't required. For new courses beginning in Spring 2017, there will be a required course nomination form. The form is in the works and will be put before the Council in the near future.

All courses must be re-reviewed by Fall 2019. Bentz would like to see a timeline from the Council.

After MATH and COMM, the next area to tackle is Area 6. How will the Council approach the review of the 31 courses? Each area will begin working on 25% of their courses each semester. The state has not provided deadlines for the areas; they have provided only one main deadline in 2019. Fitzpatrick suggests that the Council create its own deadlines as a way to tackle the process.

Faculty-to-Faculty Meeting – Will discuss CLEP and DSST. Bentz would like one faculty from each gtP area to attend. Anyone interested should contact Ann Bentz. Deadline is October 21<sup>st</sup>.

**AVP Report (Smith) - None**

**Core Curriculum Committee Reports** – Sauble-Otto dropped out. Baird will look into new recruits for Area 6. Area 7 & 8 have SLOs and the committee has approved them. Franklin will send them out to departments that have courses in Areas 7 & 8 for review.

**Ad Hoc Committee Reports:**

- Assessment – Byrnes (CHAIR). They will work closely with faculty assessment fellows.
- Curriculum – Nelson (CHAIR). They need more help. There are no representatives outside of HSS. They will propose a new LAC structure.
- Policy & By-Laws - Iannacchione (CHAIR). Policy and Procedure for LAC under review. As changes are made in the LAC, they will write up policies, etc.
- Outreach & Communication – Prelog (CHAIR). They are compiling a list of suggestions.

**Faculty Assessment Fellows project update (Black)** – The handout details who the UNC faculty assessment fellows are. Their role is to figure out a methodology for the LAC to begin assessing general education outcomes. The first part will happen this fall. They will request faculty in the content areas where there are gtP for critical thinking to design syllabi.

## **New Business**

### **Registrar Question: LAC 7 and LAC 8 and what courses should be allowed to count in these areas with study abroad work.**

- Has to be U.S. based multiculturalism according to the Area 8 description. There might be a need to change the title in Area 8, because it isn't clear to students.
- Sharp was asked to put the concern in writing so that the Council has time to think it through for the next meeting.

### **LAC Course Nomination draft**

Institution Process to Verify GT Pathways Compliance (on Sharepoint)

- Byrnes will make the Council's request edits
- Number 5 on the document needs to change from "Ad Hoc" to CCC
- This document/process will be shared with MATH and COMM by this week.
- *MOTION*: Motion to adopt the Course Nomination as amended (Gardner/Franklin)
- *VOTE*: Motion unanimously approved.

### **Liberal Arts Core Syllabus Standards Checklist**

- Markowski reviewed the changes that were made since the meeting in September.
- Since the state can randomly pull an individual faculty member's course, every syllabus must include everything noted in the current LAC Syllabus Standards Checklist
- Steele shared Math's syllabus template
- Blanket statements are fine, but when courses are submitted, specific assignments should be provided to give examples of how the assignments map to the SLOs.
- The Council may want to change the Syllabus Standard Document for *new* courses. Hence the Course Nomination Form—for new courses. For now, this document is for courses going under *re*-review.
- Eliminate the course outline schedule? It's a general list of topics and should be in the syllabus. It should be an outline of topics covered, not a schedule.
- *MOTION*: Motion to adopt the Syllabus Standards as amended (Baird)
- *VOTE*: Motion unanimously approved

### **Review SharePoint**

- Whenever anyone makes a change to documents on Sharepoint, please put a timestamp or update date, etc.

### **Review of LAC website – Deferred**

## **Unfinished Business**

SCI 291 (Baird) – Deferred

Continuation of EED exception to the "nine-credit rule" discussion – Deferred

F2F documents and discussion – Deferred

Institutional data collection special reports – Deferred

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 5:01pm**

Colleen Fitzpatrick, Chair

Abby Pekar, Recording Secretary

Last edited 10-21-16