Minutes of the Liberal Studies Committee (LSC)
October 22, 2015
UC - Cardinal

Members Present: Brent Kinser (Chair), Damon Sink, Elizabeth McRae, Ethan Schilling, Heidi Turlington, James Deconinck, Jen Schiff, Leigh Angel, and Sean June

Members Absent: Baldwin Sanders, Jeanne Dulworth, and Paromita Biswas

Recorder: Deidre Hopkins

Ex-Officio Members: Carol Burton and David Onder

1. Focus Groups:
   - Brent had a conversation with David Onder regarding the Focus Groups. David mentioned that Focus Groups do not take place in OIPE but they do occur in the Faculty Commons.
   - Brent sent Laura Cruz and email today to begin the conversation as to whether or not focus groups happen in the CFC and whether or not they had the ability to do this.

2. Update on C3 and C4 Assessments:
   - The teams are ready and are waiting on the survey information that David Onder will be sending out.
   - Also, David will have set up meetings with each Assessment Team in order to get them started.
   - It has not been determined how the assessment of the videos of the speeches for C3 will take place, but it is a discussion David will have with the Assessment Team.

3. Brent had a meeting today with English, International Programs, and Advising. They discussed the issue that was brought up from the C1 Report there was concern about the LSC helping foreign students, or adding special sections, for ENG 101/202 for students who speak other languages. Through discussion we were able to figure out some possible solutions, which include:
   - Advising – stop waiting for foreign students to sign up for courses. Advising will sign them up so that they are in the sections that they need to be in.
   - ENG 131 (Language Course for international students who have trouble with English.) A new course was developed in the WLL category (used to be MFL – Modern Foreign Languages) beginning conversations to get ENG 131/132 into the LS Program – World Cultures Category. This way our international students can take this course and get credit for it.

4. C1 Assessment and the LSC Response are on the Liberal Studies [website]:
   - Deidre will add a link on the LS page for the Assessment page, so that it is easily accessed.

5. P3 and First Year Seminar are coming up next semester. Brent has 4 people who have agreed to be on the teams. We will need a couple LSC representatives to serve on these teams as well.

6. Discussion of the revisions to the Liberal Studies Document:
   - Most changes that were made were in an effort to clean up the document.
• Brent changed the name of the committee from Liberal Studies Oversight Committee to the Liberal Studies Committee; changing how the committee is selected, updating Dr. Burton’s title, Intentional Learning Plan updates.
• The introduction was updated to reflect the current issues and mission of the committee.
• The Assessment section is really strong, inserted the end goals, added an administrative component (now have link to the website), etc.
• One recommendation was to change the writing program language which Brent updated and ran it by Nate Kreuter, who was in favor of the change.
• Course Proposals – the information that is found in Curriculog was included into the document so that the Document and Curriculog would be in alignment.
  • New course proposals/course change proposals need to select the LS outcomes in Curriculog and attach an exemplar syllabus.
    1. It was determined that the eight outcomes that are in Curriculog are the overarching outcomes that the LSC are assessing are only listed in the Core – it is not in the specific perspectives.
      a. Brent will speak to Brandon Schwab to see what we need to do about getting this issues fixed in Curriculog.
  • Other than a few minor typos/formatting errors that were mentioned, Brent asked that those changes be sent to him via email and he will make the corrections.
• Motion was made by Jim Deconinck to approve the LS Document pending a week-long revision period where committee members will submit to Brent any corrections, suggestions to the document. Once the week period has expired, Brent will send out an email with the Final LS Document so that it can then be submitted to Faculty Senate. The motion was seconded by Jen Schiff. No further discussion. All was in favor and motion was carried.

7. Regarding the C1 Assessment Team Recommendations, the responses to the recommendations have been supplied to the committee for final review. Brent will make the changes discussed (Focus Groups) to the Recommendations and Response.
  • We can either table this until the revisions are made or we can approve pending revisions and Brent will send the final Recommendation/Response to the committee via email.
    1. Motion was made by Elizabeth McRae to approve the LS Assessment Team Recommendations / LSC Response document, pending the revisions. The motion was seconded by Sean June. No further discussion. All was in favor and motion was carried.


Time of Meeting Adjournment: 4:00pm