Minutes of the Liberal Studies Committee (LSC)  
October 28, 2015  
UC - Cardinal

Members Present: Baldwin Sanders, Brent Kinser (Chair), Carol Burton, Damon Sink, David Onder, Elizabeth McRae, Erin McNelis, Ethan Schilling, James Deconinck, Leigh Angel (via phone), Paromita Biswas, Randa Hodges, and Sean June

Members Absent: Heidi Turlington, Jeanne Dulworth, Jen Schiff, and Robert Crow

Recorder: Deidre Hopkins

1. Approval of minutes from the October 8, 2015 Liberal Studies Committee meeting:
   - The minutes from the October 8, 2015 Liberal Studies Committee meeting were provided to committee members and members were provided the opportunity to review the document. The minutes were subsequently approved pending edits.

2. Approval of minutes from the October 22, 2015 Liberal Studies Committee meeting:
   - The minutes from the October 22, 2015 Liberal Studies Committee meeting were provided to committee members and members were provided the opportunity to review the document. The minutes were subsequently approved.

3. Update on C3 and C4 Assessments:
   - Preliminary meetings have been scheduled for both groups to discuss the process.
   - C3 – there was a discussion regarding the concern about the sample size of 17 artifacts.
     - May need to ask for more artifacts. According to the assessment report, they have 21 videos. In advance of the C3 meeting, there will need to be a discussion with Candy Noltensmeyer about viewing the artifacts.

4. Discussion of Syllabi in Curriculog and the Review of Syllabuses
   - Originally we decided we would have faculty submit courses through Curriculog with an exemplar syllabus. As a result of the C1 Assessment, one of the recommendations was to institute a process where the Program director reviews the syllabuses each semester.
   - It was agreed that we should look at the syllabuses to make sure that the learning outcomes are included so that it meets the criteria for the LS Program. Instructors will submit their syllabuses to Curriculog, and select the outcomes; once it comes to the committee for review we will approve it. This way it ensures that all of the courses will have been reviewed through Curriculog and approved.
   - Post assessment, 1-2 exemplar syllabi should be submitted to Curriculog – this way it will be available for future assessments.

5. Approval of Proposed Changes to the Liberal Studies Document
• Suggested that the language of the ULP should be revised. Brent mentioned that he had worked on that and made those changes after it was sent to the committee for review.

• The General Education language should be removed since it is no longer relevant.

• Language was changed regarding the suggestion to take ULP after completing ENG 202.

• Discussion on whether or not to wait to change the cap on First Year Seminars (now or after the assessment).

• Discussion on transfer students who have completed various Associate degrees. Committee reminded that transfer students who enter WCU who have completed an AA or AS degree have satisfied WCU LS requirements. Transfer students who have completed AAS (Associate of Applied Science) or AFA (Associate of Fine Arts) will be evaluated on a course by course basis.

• The LS Document has been corrected/edited so that it reflects what we are doing and planning to do over time.

• Motion was made by Jim Deconinck to approve the LS Document and submit to Faculty Senate for final approval pending the inclusion of Dr. Burton’s revisions. The motion was seconded by Sean June. No further discussion. All were in favor and motion was carried.

6. David Onder stated that the changes that were submitted have been made to the FAD (Faculty Activity Database) regarding HIP (High Impact Educational Practices).


Meeting Adjourned: 4:52pm