

## **Minutes of the Liberal Studies Oversight Committee March 23, 2000**

**Members Present:** Nory Prochaska, John Habel, Scott Philyaw, Fred Hinson, Debra Burke, Gary Smith, Dana Edge, Elizabeth Addison, Will Peebles

**Members Absent:** Robert Vartabedian

The minutes from the meeting of March 16, 2000, were approved.

Having discussed the issue with the University Librarian, Dana clarified the AA-5 requirement for library consultation. The only proposals that need library approval are those for new courses, new programs, or changed course descriptions.

In response to the question whether "course revisions" would be the appropriate route for old gen ed courses retooled for Liberal Studies, Fred said that course deletions would be handled by the General Education Committee, Liberal Studies proposals by the Liberal Studies Oversight Committee. Considering the need to fit new guidelines, "course revision" does not seem appropriate.

Changes to the routing form were discussed. The department handles the first five blanks and AA checks technicalities before routing to the necessary committees and Senate.

Review of the AA-5 and LS forms for redundancy prompted several changes, including the title of the form.

Fred announced his plan to have these forms ready for Nory to take to the Council on Curriculum Monday March 27; they would go to press Tuesday for 500 copies and should be back April 3 to be distributed to departments with memo to explain. Follow-up clarification then could take place at the Department Heads Workshop scheduled for Friday April 7.

The committee decided to have a large forum, perhaps April 11 3:30-5 depending on space availability. Workshops and consultations with departments can follow as requested.

Tuesday, March 28, we will finalize the AA-5 and prepare for the forum including the letter of invitation.

Elizabeth brought up her department's question related to large courses with many sections in which different books and approaches would be desirable, vs. many courses which might be less frequent and more confusing. Book rental system requirement that a book be used twice in two years can be a hamper to creative programming. The recommendation Fred made is to propose groups of separate courses with a separate proposal for each book and approach, each having its own course number; to assure the frequency of offering, the department could submit as a group and LSOC could consider as a group.

Respectfully Submitted,

Elizabeth Addison