

Minutes of the Liberal Studies Committee
February 14, 2005

Members Present: Richard Starnes (Chair), Debra Burke, Kim Cherry, Brian Dinkelmeyer, Fred Hinson, Beth Loftquist, Jeanne Kaufman, Terry Michelsen, Peter Nieckarz, Christine Stevens, Charles Wallis,

Invited Guest: Dean Pat Brown

1. **Minutes** from December and January 31st were approved.
2. **Announcements:** Richard Starnes announced that the next meeting will be February 21st and will focus on several new course proposals as well as assessment of the Liberal Studies Program.

3. Discussion of the Liberal Studies Bridge Program:

- a. Dr. Pat Brown explained some of the history and the need for online liberal studies courses.
- b. She responded to some concerns about putting liberal studies courses online, indicating that in development of courses for online delivery, the course proposal must include competencies and have an assessment plan. The proposal is signed by the department head and by the dean of the college before submitting it to Continuing Education.
- c. The Liberal Studies Committee could be consulted about such proposals
- d. Online liberal studies courses would not be designed for resident students but for students in distance learning programs who couldn't get courses otherwise.
- e. Most courses would be offered during summer sessions.

4. Discussion Summary. It was agreed that:

- a. A course consultation would be done when an existing liberal studies course is converted to online delivery. The original AA5 approving the course would be sent along with the course proposal.
- b. New course proposals would come through the committee by the established procedure. A question would be added to the existing form to indicate if the course might be offered in an online environment. The proposal would include an explanation of how liberal studies requirements would be met in this environment.
- c. All courses to be offered during the fall or spring semesters would be sent to the Liberal Studies Committee for approval.
- d. A representative form the Liberal Studies Committee would be included on the committee that centers on discussion of best practices in technology. This

committee is chaired by Newt Smith.

5. Meeting was adjourned at 2:55 PM.

Submitted by Christine Stevens on February 15, 2005.