

**LIBERAL STUDIES OVERSIGHT COMMITTEE**  
**DECEMBER 1, 1999 – Room 140-A, University Outreach Center**

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

**Members Absent:** Debra Burke, Robert Vartabedian.

Dr. Hinson called the meeting to order at 4:05 p.m. by reviewing the minutes from the November 29<sup>th</sup> meeting. The minutes were revised to strike the sentence – "All courses in the present General Education will be discontinued as general education courses." The sentences replacing it are "All courses that are used to satisfy Liberal Studies requirements must be approved for inclusion in the Liberal Studies program". No courses will be grandfathered into the Liberal Studies program from the General Education Program. After this change, the minutes were approved. **Committee members should be careful to use the term "Liberal Studies" to refer to the new program, and the term "General Education" to refer to the old program.**

There are presently three committees working on Liberal Studies and General Education at this time. The Oversight Committee is a sub-committee of the Council on Instruction and Curriculum and is responsible for the implementation of the new program. The General Education Committee is a sub-committee of the Council on Instruction and Curriculum. The General Education Committee also will continue to monitor and administer the present general education program. A third committee, The General Education Committee of the College of Arts and Sciences, discusses the general education courses and issues in the College of Arts and Sciences.

Several concerns were raised about the urgency felt by many to work on Liberal Studies course development and approval procedures so that departments may begin planning courses, and similarly about the perceived need for the process be streamlined if at all possible. The concerns for simplicity and speed have been raised in the Faculty Forum as well as the Arts and Sciences General Education Committee.

The Liberal Studies Oversight Committee will make monthly reports to the Council on Instruction and Curriculum. Minutes of the meetings of the Liberal Studies Oversight Committee will be circulated electronically among the committee members and later, upon approval by the committee, will be available on the web.

Meetings for next week include Monday, December 6, at 3:30 p.m. – 5:00 p.m., Room 140-A, University Outreach Center and Wednesday, December 8, 4:00-5:00, HFR 540.

Membership terms of the committee were discussed. Nory Prochaska made a motion that Robert Vartabedian be appointed to a three-year term since he will have major

responsibilities in the implementation of the new program. Elizabeth Addison seconded it. The motion was approved unanimously. John Habel made a motion to defer setting the terms of committee members at this time and decide this matter at some future date. Scott Philyaw seconded the motion. The motion passed unanimously. John Habel made a second motion that the present Oversight Committee members serve at least through the Spring Semester 2001: Scott Philyaw seconded it, and the motion passed unanimously.

A Student Advisory Group will assist the Oversight Committee. Dr. Hinson opened the floor as to how to constitute this group. Some members indicated that this group would not be needed until the Liberal Studies courses are approved and in place. Others indicated that the Oversight Committee present this group with issues and ask for feedback on them. It was decided that Dr. Hinson contact Dr. Caruso for suggestions and report back to the Oversight Committee on December 6<sup>th</sup>.

The Chancellor's Office must be informed of all future meetings of this committee in accordance with the Open Meetings Law.

The Committee will need to address the use of textbooks and the Book Rental System in the implementation of the new program and the phasing out of the old General Education Program.

The meeting adjourned at 5:15 p.m.

Respectfully Submitted,

Pamela Buchanan