

## **LIBERAL STUDIES OVERSIGHT COMMITTEE DECEMBER 6, 1999**

**Members Present:** Fred Hinson, Nory Prochaska, William Peebles, Gary Smith, Dana Edge, Scott Philyaw, Robert Vartabedian.

**Members Absent:** Debra Burke, John Habel, Elizabeth Addison.

Dr. Hinson called the meeting to order at 3:35 p.m. with discussion of some suggested revisions to the minutes for the December 1<sup>st</sup> meeting received from Elizabeth Addison and Nory Prochaska. Gary Smith made the motion (seconded by Peebles) to accept the minutes as revised.

Electronic distribution of the minutes of the committee meetings was discussed. The majority of the committee felt that publishing the minutes on the web page was sufficient and would be the most efficient use of resources to keep the campus community abreast of the Committee's progress.

Several handouts relating to the old General Education and the new Liberal Studies program were distributed to provide information to the committee members in setting the priorities of the committee. Gary Smith distributed a copy of an outline of priorities for implementing the Liberal Studies Program. This was followed by individual suggestions of priorities. It was decided by the group that the committee understand the program, develop the guidelines for the approval of courses and the program.

Gary Smith gave some suggestions regarding Freshman Seminar-type courses that were offered at other institutions. Dana Edge has a more specific listing of Freshman Seminar courses offered at other institutions, which she will copy and send to all other Committee members.

Dr. Hinson suggested that the committee break out into two groups in preparation for our December 8<sup>th</sup> meeting – one to review the Liberal Studies Program and the other group to develop the guidelines for courses in the program. After group discussion, it was agreed that each member would review the program and organize the guidelines for approval of courses from the Liberal Studies program. The second priority of the committee will be to look at the Freshman Seminar.

Committee members will bring their schedules for Spring 2000 semester to the December 8<sup>th</sup> meeting in order to schedule regular meetings for next semester. Meeting(s) for the week of December 13 will be discussed at the December 8<sup>th</sup> meeting.

The meeting adjourned at 4:50 p.m.

Respectfully Submitted,

Pamela Buchanan