

Liberal Arts Council Meeting  
CC 2201  
March 26th, 2024 3:30-5:00p.m.  
Minutes

Attendance: L. Amor, C. Bebee, C. Couch, B. Casey, R. Dineen, N. Geisendorfer, M. Fryer, A. Haberman, C. McClatchey, T. Smith, A. Steele, T. Wood, (Vice-Chair, Chair for this meeting), M. McKeown-Kelley  
Online: M. Berg, M. Huston, C. McMahan, D. Staton, K. Records  
Absent: J. Elkins, H. Muller, N. Matchett

Call to Order 3:32pm

Approval of the Agenda – approved with the motion to do the PTA ISR Report, motioned by Casey.  
Approval of the [Minutes](#) of the Last Meeting (03/05/2024) approved without objection

Reports

- Chair's report (Muller)
  - Upcoming LAC Meeting:
    - We will have back -to-back meetings, Tuesday, April 2 – NEXT WEEK
    - Tuesday, April 16 – DIFFERENT LOCATION
      - KEPNER 1005
  - Agenda Item Announcements:
    - LAC Bylaws has been removed from Unfinished Business
      - Will return to this once full assessment plan document is complete
      - Right now, there is quite a bit of outdated assessment info in bylaws
      - Likely will return as an agenda item in Fall 2024
  - Chair, Vice Chair, and CCC's:
    - Chair and Vice-Chair elections will be held at April 16th Council meeting
      - Let current Chair Muller know if interested in running for either of these positions.
    - CCC's please provide updates on
      - Rotating off member decision(s) about returning
      - CCC Chair selection process
      - April 2 meeting
  - ISR Syllabi:
    - HLH – Late Submissions
      - ENG 131
    - SBS – Late Submissions
      - ECON 205
      - GEOG 218 (IS)
      - MAS 100 (MS)
      - PSCI 105
    - Have moved SBS report to 4/16
    - PTA CCC ISR Report will be done today.
  - Assessment Notes:
    - Suggested NESSE informed competency questions for each CCC has been uploaded into Indirect Assessment Folder

- Please read through as CCC workload allows
  - Goal to have questions ready to be included in Fall 2024 end of semester course evaluations.
  - Tara and Chad coordinating with MCB for question pilot in BA 205 this spring 2024.
    - Will be on Agenda 4/16
    - Preparation for Written Communication Direct Assessment AY 24-25 has begun.
      - MCB, PVA, NHA A-Deans were emailed.
      - Direct Assessment memos were sent to all relevant unit leads (A-deans and ENG)
      - WC Category Assessment Faculty Representative Tara Wood has reached out to begin scheduling information and training sessions -- 4/8 zoom
- Standing Reports
  - GE Council (Matchett) –
    - As expected, the main agenda item was the proposed Higher Ed Transparency bill updating state statute on general education/gtPathways. The state acknowledged the bill was poorly written and promised amendments to reduce the “minutia” of reporting requirements, eliminate language suggesting there will be a common course numbering system across all institutions. And clarify that the intent is not to change the current gtPathways system but only to streamline transfer of general education courses into majors. GE Councilmembers suggested this is a non-issue and we have requested the opportunity to review amendments before the bill goes to a vote. Our lobbyist is also up to speed.
    - GE Council is reviewing all state/national test score gtP equivalencies (AAP, IB and CLEP). I have reached out to affected units to confirm/update UNC course equivalents.
    - At both the state Fac2Fac and the GE Council meeting institutions requested clarification/definitions of types of credentials as there is *significant* variation among institutions in how different vehicles (especially certificates vs minors vs badges/smaller micro-credentials (there is no official name). We also suggested the funding model might need updating to support micro-credentialing work. This could impact how we think about a General Education credential.
    - Two new gtPathways courses have been proposed by institutions:
      - Colorado State University – Pueblo*
        - GT-SS1: POLS 106 Race & Ethnicity in American Democracy (3)
      - Fort Lewis College*
        - GT-AH3: PHIL 250 Medical Ethics (3)

Barring objections in the next month they will be added to the state list, and I will notify affected units at UNC.
  - AVP of Undergraduate Studies (Matchett) –
    - **Reminder!** It is CCC reappointment time. If you haven’t already, please reply to my email, cc’ing Lee. Immediate steps are.
      1. select a chair for AY 24/25 (1 year term; chairs are voting members of the Council)
      2. For members rotating off, ask if they would accept reappointment and/or can recommend a colleague.
  - Curriculum Category Committee Reports
    - Written Communication & World Languages (Wood) – WCWL unanimously re-elected Wood as CCC chair. There is 1 person (Don H.) whose term is up and will need to be asked if they are willing to run again. ISR report under unfinished business.
    - History, Literature & Humanities (Smith) – no report. Will have CCC re-appointment update next meeting.
    - Philosophy & the Arts (Casey) – ISR report under new business. 2 out 4 members are

- willing to serve on PTA CCC, will report back on the remaining.
    - Social & Sciences (McMahan) – Meeting Thursday about reappointment and will report back at 4/2 meeting. They received more syllabi and will do as much as they can next week and push the rest to the 4/16 meeting.
    - Mathematics & Natural Sciences (Steele) – No report. Will report about CCC reappointments at 4/2 meeting.
    - International & Multicultural Studies (Muller) – James Reardon, who is rotating off, is willing to be reappointed for next three-year term but is on sabbatical next year. He is looking for a suggestion for who to cover in 24-25. Will report that suggestion and chair at 4/2 meeting.
  - Ad Hoc Committee Reports
    - Assessment & Curriculum (Muller) – Will have no more meetings this semester. Last item on 23-24 agenda is indirect assessment student survey which Council decided on 2/20/24 to have CCCs work on competency-NESSI linked questions.
      - Update from Director of Assessment (Bebee): The fall 2023 data has been input into the LAC dashboard; spring data should roll in soon as the semester ends. The basic LAC dashboard will not disaggregate the data, but Chad should be able to do so with the access he has and can provide detailed results to the LAC.
        - The Assessment Director at CSU has started an assessment forum for the directors/coordinators/etc. of the CO schools to meet and discuss issues. Chad and another Director have been working with her to plan and organize. Several in the group were very interested in what UNC is doing with Canvas to assess general education. Many appear to be still figuring out what to do with the GTP competencies. A few said they planned to reach out to Chad to ask some questions concerning the how-to with Canvas. In terms of using an LMS to regularly gather direct assessment data about ALL students in gen. ed. courses, UNC seems to be about two years ahead of the other schools with whom Chad spoke at the meeting, which was attended by some but not all CO schools.
    - Outreach & Communications (chair TBD) – No Report

### Unfinished Business

- LAC Transfer Course Criteria for Registrar
  - The registrar added a third column per committee's request about suggestions (Pink Column).
  - Courses that come outside of the state are the ones that the registrar's office is most concerned about, making sure those descriptions and keyword match.
    - Motion: Wood motions to accept LAC Transfer Report, seconded by Smith.
    - Discussion:
      - New system, transfer evaluation; was able to pull descriptions and compare to another school.
      - Should we bring this back to CCC and get their thoughts?
        - Couch: Any modification can continue to be made and be shared each year.
        - Wood would be comfortable with giving CCC's a heads up of the new changes and if any objections or discussion arise, they will bring to LAC.
      - How were the courses selected?
        - Fryer: A handful of courses were selected, and based on key words

and descriptions were combined if they were similar.

- What columns are used?
  - Fryer: Tried to incorporate keywords in column two with what she already had to create column three.
- Vote: unanimously approved – motion pass
  - Couch wanted to note that this document will come back every year with updates.
- WCWL CCC ISR Report
  - Motion: Liberal Arts Council accepts the WCWL CCC ISR report Spring 2024.
    - Wood puts forth motion; seconded by McClatchey.
  - Discussion:
    - At what point does a course get excluded as an LAC?
      - We will follow the 3-strike rule, we are currently in the second portion.
      - On hold until next year
  - Vote: unanimously approved – motion passes to accept accepts the WCWL CCC ISR report Spring 2024.
- Finalize LAC-gtP alignment for all courses (Matchett ongoing)
- Mapping on Course Syllabi (ongoing)
- Indirect Assessment - Student Survey (ongoing)
  - Will begin discussion of competency-NESSI linked questions at 4/2 meeting.

#### New Business

- PTA CCC ISR Report
  - Motion: Liberal Arts Council accepts the PTA CCC ISR report Spring 2024.
  - Discussion:
    - PTA had 9 re-reviews and 8 reviews.
    - The only course they had an issue with was ENG 200. ENG 200 only had the board policy and no other information.
      - Most syllabi did not include the BP of a final being cancelled from the University and that needs to be added.
    - Casey went directly to unit leaders he knew and provided support with re-reviews to lessen confusion.
    - The committee passed PHIL 270, but Casey caught that old language was used and needs to be updated with current language.
    - THEA 130 is the only one that passed the remaining 8 did not pass – See recommendations on document.
    - Smith moves to accept the report, seconded by Steele.
  - Vote: unanimously approved – motion pass and the PTA CCC ISR report is accepted.
  - It was suggested there should be more verbiage on second strike letters.
- HLH CCC ISR Report
  - Motion: Liberal Arts Council accepts the HLH CCC ISR report Spring 2024.
  - Will be discussed in next meeting.
- CDHE Guidance for Institutional General Education Microcredential
- LAC Data from UNC Degree Planner Project

#### Comments to the Good of the Order

Great Job Tara!

Adjournment 4:16pm