

Liberal Arts Council Meeting  
Kepner Hall 1005  
April 16<sup>th</sup>, 2024 3:30-5:00p.m.  
Agenda

Attendance: L. Amor, C. Bebee, B. Casey, N. Matchett, C. McClatchey, C. McMahan,  
M. McKeown-Kelley, H. Muller, T. Smith  
Zoom: C. Couch, R. Dineen, N. Geisendorfer, M. Houston, K. Records, D. Staton, A. Steele, T. Wood  
Absent: M. Berg

Call to Order 3:44pm

Approval of the Agenda – approved with minor changes

Approval of the Minutes of the Last Meeting (04/02/2024) approved without objection

Reports

- Chair's Report (Muller) –
  - Board Policy Update:
    - Process Timeline
      - Codification - 4/10
      - Approval by LAC Mini-Team 4/11
      - Faculty Senate - 4/15 - PASSED
      - Discussion at all Faculty Meeting – 4/23
      - Qualtrics Faculty Vote sent out following 4/23
    - APC note on "In Writing"
  - Assessment Notes
    - Preparation for Written Communication Direct Assessment AY 24-25 has begun
      - WC Category Assessment Faculty Representative Tara Wood had meeting toward training sessions -- 4/8 zoom
      - Tara Update
  - LAC Accomplishments 23-24
    - Comprehensive Master Spreadsheet
    - Three Memo System
      - Contributions, Direct Assessment, ISR
    - Website Update
    - Syllabus Workshop
    - PVA Proactive Meetings
    - Board Policy Update
    - Registrar Transfer Criteria Update
  - LAC Accomplishments 23-24 II
    - Direct Assessment Process
      - Follow-up with History Pilot Unit and Chair
      - Director of Assessment Data Report Framework
      - Question Guide for Post DA Unit Report
      - All DA Rubrics built in Canvas
      - Direct Assessment Faculty Representative - LAW
      - Revised Direct Assessment Memo – Spring Break

- Faculty Representative Prep Meeting – LAW 24-25
  - LAC Accomplishments 23-24 III
    - Direct Assessment Data Collection
      - Physical and Natural Sciences – 23-24 courses
    - Course Approvals 13 – 2 for further updates
    - ISR – 73 Syllabi Reviewed, 3 strike language
    - Indirect Assessment
      - NESSI and competency linked questions
    - Student Exception Requests – 7
    - Ongoing LAC gtP alignment, 2 year, IS/MS new
  - Thank you
    - Mary Houston for all your contributions to the Liberal Arts Council
    - Lee Amor for getting the Board Policy Updates Prepped (even while traveling on a trip planned before accepting job to see her brother perform in a luau at Pacific University)
- Standing Reports
  - GE Council (Matchett) –
    - The proposed Higher Ed Transparency bill updating state statute on general education/gtPathways came under additional scrutiny. Though it has been amended to remove references to common course numbering systems, it still contains hugely burdensome reporting requirements and would significantly reduce institutional feasibility in designing their own general education programs/gtPathway courses.
    - The SURDS system is back up (after last summer’s data breach) so the public can now log in to see listings of all degree programs. I will be working to double check our list in the coming weeks.
    - The suggested name for the desired 31 credit Gen Ed credential is: Colorado GenEd Foundational Skills Credential. CDHE continues to push for it to be awarded along the way, but institutions continue to be reluctant to report it as an official program due to federal financial aid rules (especially as a certificate). We will continue to work on this as we move toward a microcredentialing policy.
    - ***UNC’s UNIV101 syllabus was provided to the council (given its unusual title/subject matter for and SBS course) and we got a huge shout out for the quality of our syllabus and process. Good job colleagues!***
    - Other new gtPathways courses been proposed by institutions:
      - *Colorado Mesa University*
        - GT-AH1: MUSA 222 History of Country Music (3)
      - *Colorado State University – Global Campus*
        - GT-SC2: GES 120 Water Sustainability (3)
      - *University of Colorado Denver*
        - GT-SC1: BIOL 1136 Human Biology (3)
        - GT-SC1: BIOL 1137 Human Biology Lab (1)
        - GT-SC1: BIOL 1400 Biology for All (3)
        - GT-SC1: BIOL 1401 Biology for All Lab (1)
    - 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) –
  - I am working to update CCC appointments – thanks for your assistance
  - New Curriculum Regs were approved by APC (and probably Senate on Monday) and will significantly streamline and clarify the process. Two other groups are working on additional updates to operational practices and data definitions that may further streamline practices.
  - Happy grading!
- Curriculum Category Committee Reports
  - Written Communication & World Languages (Wood) – meeting for direct assessment
  - History, Literature & Humanities (Smith) – Smith has been reelected for CCC chair. No report
  - Philosophy & the Arts (Casey) – Two replacement will be needed for 24/25. No report
  - Social & Sciences (McMahan) – No report. Items under new business
  - Mathematics & Natural Sciences (Steele) - No report
  - International & Multicultural Studies (Muller) – item under new business
- Ad Hoc Committee Reports
  - Assessment & Curriculum (Muller) – No report
    - Update from Director of Assessment (Bebee): Will come back after reports
  - Outreach & Communications (chair TBD)

### Unfinished Business

- Finalize LAC-gtP alignment for all courses (Matchett ongoing)
  - New curriculum went into place in 2022
  - Identified about 10 courses grandfathered into this and do not follow gtP
    - The plan is to send chairs message indicating they need to submit following gtP requirements.
  - One year or two? On how they follow the gtP pathway or remove from LAC
    - It is doable to get completed in 1 year.
  - Some courses needed to be
  - What does it mean to achieve gtp pathway
    - Being approved by LAC and brought to Gen ed council for final approval
  - These are unique cases and need to determine if they will be included in memos
    - If included Nancy would have to follow up
    - 2 year requirement will need to be emphasized to courses so they can rethink their course
- Mapping on Course Syllabi (ongoing)
- Indirect Assessment - Student Survey – NESSI related competency questions
  - No feedback from McMahan
  - Casey received feedback and will need to review them
  - Steele hasn't received any feedback from committee members yet, she will send feedback to Muller once received.
  - CCC needs to take the time needed to reach a consensus, once received a timeline can be determined.
    - The goal is end of the fall semester and questions finalized in the middle of semester (October)
  - Wood suggested that it may be useful to articulate a one sentence charge to CCC so it is clear on what is being done.
    - Must feel the competencies are being reached

- Do you feel the students reach competencies
- Trying to replicate NESSI? Yes
  - Some confusion on the ground of what we are asking and the NESSI questions provided
- It may be helpful to include the goal of what the general idea is
- Bebee stated that CCC's can generate questions if they feel like NESSI does not align with CCC's views
  - It is suggested that if NESSI questions can be used, use NESSI, CCC can generate their own questions

## New Business

- SBS CCC ISR Report
  - Motion: Liberal Arts Council accepts the SBS CCC ISR report Spring 2024.
  - There were courses that definitely passed and definitely failed. With the addition of courses that had a few missing items, for those committee used their judgement and passed courses with recommendations.
  - GNDR/SCO 240
    - CCC considered this course as passing but mapping was a bit off.
      - Muller considered it as a “No” due to mapping.
    - See recommendations
      - Provide feedback on mapping including more detail
      - Feedback can
    - Had a lot of conversation about whether they should be included
    - How are recommendations sent?
      - Copy and paste
    - Looking at the syllabus
      - Mapping is vague and would be approved according to Casey
    - This solidify; is it enough to put assignment names, we need to be able to communicate what the baseline expectations are
      - We would need to start implementing those expectations sooner than later so faculty does not feel like a “gotcha”
      - Next Fall
        - Include details
        - Nail down expectations, what we want things to look like
        - Use a gradient when evaluating instead of a binary (Y/N) process
      - Assuming curriculum regs go into place; Guidelines are clear and may help articulate the syllabi LAC looks at
    - Model syllabus and Teaching syllabus
    - If we say provide feedback, we must make sure the feedback is there
  - Casey moves to accept the report; Seconded by Smith
  - VOTE: approved unanimously
- IS/MS CCC ISR Report
  - Motion: Liberal Arts Council accepts the IS/MS CCC ISR report Spring 2024.
  - CCC considered SOC 237 was okay
    - McMahan considered it okay as well
  - There were a few courses with second strikes that has not made progress
  - AFS courses are having a hard time with their syllabi

- Muller willing to work with them and Casey is willing to work with MUS courses
  - Some ASL are okay while some need more work
    - Using some ASL syllabi as a layout
  - GEOG 218 – did not pass and a second strike for SBS
  - We may have to go directly to the unit to provide guidance to those that are struggling or in their second strike
    - A possible workshop using ISMS as examples to provide information on the assessments could be helpful.
  - Must make clear in memo to second strikes
  - Smith moves to accept ISMS Report, seconded by Casey
  - VOTE: approved unanimously
- 24-25 Chair and Vice Chair Elections
  - Chair – Muller (elected by acclamation)
  - Vice Chair – Wood (elected by acclamation)
- CDHE Guidance for Institutional General Education Microcredential
  - Will come back in the fall
- LAC Data from UNC Degree Planner Project
  - Allocate LAC seats across college, we need few seats than we scheduled
  - Matchett will see possible allocation and should have an update in Fall
  - Smith expressed that Degree Planner is not very user-friendly according to some faculty
    - Strong system for those that use Degree Planner every day or if programs are designed in certain way.

Comments to the Good of the Order

Adjournment 4:53pm