

Liberal Arts Council Meeting  
Campus Commons 2201  
August 27<sup>th</sup>, 3:30-5:00p.m.  
Minutes

Present: L. Amor, C. Bebee, B. Casey, C. Couch, R. Dineen, M. Fryer, N. Geisendorfer, N. Matchett, C. McMahan, H. Muller, T. Smith, A. Steele, T. Wood  
Zoom: M. McKeown-Kelley, J. Cherico, C. McClatchey  
Absent: M. Berg (sabbatical)

Call to Order 3:31pm

Approval of the Agenda approved without objection

Approval of the Minutes of the Last Meeting (04/16/2024) approved without objection

Reports

- Chair's Report – (Muller)
  - Summer Projects
    - Revised COMMS Plan
      - Distributed Memos to Academic Unit Leads and Deans (Council Comms folder in Teams)
      - 1) Contributions Memo
      - 2) ISR, reports from 23-24 and courses up in 24-25 in process
        - A question came after the ISR memos were sent, about identifying the specific term and session number that failed and if this is something we can do.
          - Usually, the LAC does not identify those specifics and Wood stated that we should not individually call out those courses. Overall, it is not about specific courses instead it is about determining if the course meets the requirements and provide feedback on how they can improve.
        - The Council decided that we will not identify that term and session number or faculty member.
          - Muller and Matchett will put together a response and share with LAC
      - Worked through remaining GTP/LAC alignment details (see slide in meeting folder)
    - Policy Exemption Requests
      - Approved:
        - None over summer
      - Denied:
        - Alexis Sondburg - took HIST 120 prior to it having IS designation, wanted IS credit
          - Denied – significant changes were made to course in order to secure IS designation
        - Brianna Hanson - took CHEM 103/103L prior to being in the LAC, said had seen it listed as LAC
          - Denied – date LAC attribute was added to the course was clearly after registration had ended for the semester the course was taken
    - Workflow updates:
      - There is no longer an LAC CCC stage
      - Once course reaches LAC stage per new regs
        - We have two meetings to address the request

- When syllabi arrive at LAC stage, Margaret will
          - alert CCC chair and post syllabus in Teams
          -
        - PEC is now before LAC
      - Goals for AY 23-24
        - Finalize Student Indirect Assessment Survey
        - Prepare for HLC visit
          - Kim Black at 10/1 meeting
          - HLC group may want to meet with LAC, however their visit is during an off week. Lee will send a tentative calendar invite for 10/22.
        - Continue to Refine Direct Assessment Process
          - Will discuss 23-24 data at 9/17 meeting
        - Finish Current LAC Assessment Plan Document
        - Update Bylaws
          - Remove assessment plan details from bylaws
        - Increase ISR “meets expectations” rate
        - Address streamlining ISR reporting, documenting, and memo process
        - Identity an LAC Faculty Assessment Rep for Mathematics to Liaison between LAC and Academic Unit – DA AY 25-26
          - Tara Wood is LAC Faculty Assessment Representative (FAR) for Writing
        - Clarify Role of Elected Representatives
- Standing Reports
  - GE Council (Matchett) –
    - The Higher Ed Transparency Bill (SB24-164) passed. As a result, GE Council now has statutory duties with deliverables for the Colorado General Assembly. New requirements now incorporated in CCHE policy include:
      - the expansion of GE Council to ensure “equal representation” of 2- and 4-year institutions (another 13-17 members)
    - report due to the GA October 2025 and every October thereafter highlighting courses with highest enrollment/transfer rate, courses students are less likely to receive full credit for, and courses where there are credit hour differences.”
    - The Colorado GenEd Foundational Skills Credential was also codified into CCHE policy and is on our agenda for discussion later.
    - Ongoing renewal of STAAs
      - UNC’s Computer Science B.S. was added to the Computer Science STAA
      - Other UNC programs on the list for renewal this year are: Political Science, Physics, Geology, Early Childhood Ed.
    - Reminder: state statute requires that where a STAA exists, 4 year institutions who offer a bachelor’s degree in that area must apply all coursework in the STAA to the 120 credit hour degree requirements and be able to graduate the student in no more than 60 additional credits/2 years of full time study.
    - Some discussion of TREP (and ASCENT) impact of larger numbers of U18 students who have not yet received their HS diplomas on 4-year campuses. CSU has shared campus wide policies on working with minors.
    - No added gtp courses over the summer. COMM 2400 was approved as an AH-1 category course after some revision and extensive campaigning by CCCS (argument that speeches treated as works for art).
    - Wood asked if other states have this?
      - Matchett stated that there are states that have stronger gtp-pathways but not exactly like this.

- AVP of Undergraduate Studies (Matchett)
  - Summer course cleanup: 7 courses removed from 25/26 LACurriculum due to rotation requirement (and not taught this year); 9 courses must apply for/receive gtP status or will be removed;
  - CCC appointments approved by Faculty Senate- still vacancies on WCWL (Lang), HLH (Lit/Hum), PTA (WoT). I stand ready to recommend appointments.
    - Lee will post approved appointments and send notifications emails to appoint CCC members.
  - Curriculum process updates:
    - eliminated CCC stage from the workflow;
    - updated regs give committees 2 meetings (no real change for LAC)
    - syllabus attachment request is a “model syllabus”
    - many changes to forms, follow on tasks; workshops coming to each college this fall
  - Scheduling process updates: timeline will be pushed back and colleges will receive seat targets for LAC and general electives. Hope to discuss LAC seat allocation with the Council or a small sub-team in early Fall.
    - Question from member: Is delivery modality part of this?
      - Matchett stated that we do not have that data to include that now, but the goal is to make sure we don’t offer duplicate sections for the same/similar course. She recommends having conversations with students on what university-wide courses they want to take and making notes in Degreework.
- Curriculum Category Committee Reports
  - Written Communication & World Languages (Wood) – No report
  - History, Literature & Humanities (Smith) – work on LIT syllabus has been done
  - Philosophy & the Arts (Casey) – No report
  - Social & Sciences (McMahan) – No report
  - Mathematics & Natural Sciences (Steele) - No report
  - International & Multicultural Studies (Muller) – No report
- Ad Hoc Committee Reports
  - Assessment & Curriculum (Muller) – Bebee and Muller met, Muller will be reaching out to members
    - Report from Director of Assessment (Bebee): No report
  - Outreach & Communications (chair TBD)

#### Unfinished Business

- Mapping on Course Syllabi (ongoing)
- Indirect Assessment - Student Survey – NESSI related competency questions
  - Charge Document for CCCs
    - Muller suggested the committee review the charge document and come back in the future to have a discussion.
  - It was proposed to determine a timeline to review questions, in the hope of getting through the question selection this fall.

#### New Business

- Discussion of Award for General Education
  - CDHE Guidance for Institutional General Education Microcredential
    - It was asked if a Foundational Skills-credential reward should be put together.
      - Bebee stated that the state of Indiana has an approach that the state of Colorado may be adopting.
    - Is there value in doing that (badging/credentialing or including honors) for students?
      - Many CO institutions are reporting that this helps students stay on track and communicate the value of their general education coursework.

- According to the registrar's office it will be a manual process that they do not have the capacity for.
- Discussion of Council Goals for AY 23-24  
No discussion beyond Chair's report above.

Comments to the Good of the Order

Adjournment 4:57pm