

Liberal Arts Council Meeting
Spruce B & C
October 1st, 3:30-5:00p.m.
Minutes

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

Call to Order – 3:36pm

Approval of the Agenda approved without objection

Approval of the [Minutes](#) of the Last Meeting (09/17/2024) – approved without objection

Reports

- [Chair's Report](#) – (Muller) –
 - Courses needing gtP Status
 - Update in AVP report
 - Reminder if asked – if need to apply for gtP status, do need to submit a revised course form through the curriculum workflow
 - Thank you, registrar!
 - Thanks Jen Atterbury-Cherico for updating new and revised course form with gtP dropdown menu
 - ISR Final Review Update
 - Heidi, Chris, and Tom working with HSS Academic Units that have courses in Final Review
 - Brian in PVA - CCC report
 - Angela Videos – CCC report
 - Reminder: syllabus not submitted to workflow – alert students of minor change and place course syllabus in college repository
 - Direct Assessment
 - Chad and Heidi working to set up DA follow-up meetings with DoGGS, ANT and AST Fall 2024 – after HLC visit
 - Quality Improvement Mini-Grants
 - Heidi will be contacting Math and HSS units with courses in Arts and Humanities to build a next cohort focusing on summative assignment design
 - Meeting Schedule Fall 2024
 - October 15th Meeting Canceled
 - Invite has been sent from Lee for October 22nd in CC 2201
 - “Off-Week” potential meeting with HLC accreditation team
 - if we have business, we will conduct them
 - Welcome Guest
 - Kim Black
 - Assistant Provost for Academic Effectiveness
 - Update on HLC Accreditation Visit
- Guest Report: Kim Black – [HLC Visit Presentation](#) and [Common Questions](#)

- We are expecting to hear back from the advance team to determine who they want to meet with.
- When do we hear from them?
 - A report from the team may arrive after about a month, allowing us to address any specific areas of concern.
 - We will not know the status of the university until we receive an update from HLC.
- There will be a team of five people during the visit
 - Their purpose is to verify that the institution is meeting key criteria, and they may recommend improvements based on their findings.
 - They will be looking to confirm that we are implementing the actions we submitted
 - We do not anticipate any evaluations of "Does not meet"
 - If we do receive a “meets with concerns” a focus visit will take place to observe those areas
- While we don't yet have the exact schedule of group meetings, groups will be notified in advance.
 - The team may meet with students and could ask question such as “How has your experience been with General Education?”
- It was stated that the change from LAC “core” to “curriculum” may cause a little confusion. Kim believes this should be easy to address.
- It's encouraged to openly discuss challenges, as the reviewers will be listening for both achievements and areas that need improvement.
 - Items that can be covered with the team can include the direct assessment material, reviewing the assessment plan, LAC course alignment, or syllabus review
 - A huge thank you for the work done on direct assessment!
- Discussion about common questions:
 - Question 4: what UNC does well.
 - Effective use of data, with a strong focus on equity.
 - A wide range of courses are offered, particularly in MS and IS programs.
 - Faculty are engaging students effectively and supporting them in their learning journey.
 - Students show eagerness and growth, reflected in their classroom experiences.
 - Challenges:
 - Clear communication of gtP requirements on syllabi needs improvement.
 - The structure and orientation of General Education courses should be clarified.
 - Better integration of LAC courses into broader programs is needed.
 - Writing instruction across campus poses ongoing challenges.
 - There is an over-reliance on contingent faculty.
 - Large class sizes make it difficult to tailor General Education courses to individual students' needs.
 - Sustaining ongoing assessments remains a challenge.
- Standing Reports
 - GE Council (Matchett) – No Report
 - AVP of Undergraduate Studies (Matchett) –
 - Happy National Arts and Humanities Month!
 - Yesterday sent link to where the Humanities are Thriving Webinar. I will be there tomorrow and report back and if they provide the recording I will

share.

- Update on Courses requiring (re)approval in the curriculum workflow.
 - Courses in need of gtP status – someone should reach out
 - ANT 292: Impacted unit stage of workflow
 - ELIT 290: PEC stage of workflow
 - GEOG 218: nothing in Workflow
 - McMahan will request a syllabus
 - MATH 185: nothing in Workflow
 - Steele will request a syllabus
 - MATH 186: nothing in Workflow
 - Steele will request a syllabus
 - PSY 247: not in workflow but we expect to see it soon.
 - McMahan will request a syllabus
 - SCI 225: No longer offer and needs to be removed from catalog
 - SCI 266: CCC stage of workflow
 - STAT 111: nothing in workflow
 - Steele will request a syllabus
- English courses in final “grandfather” year (removed variable title attribute last year; still need gtP syllabi)
 - ENG 205
 - ENG 262
 - Muller will reach out to English about this.
- HLC has opened an accreditation for reduced credit bachelor’s degrees.
 - The difference between reduced and traditional degrees is only the number of credits; institutions have to show reduced credit degrees serve students just as well as traditional degrees.
 - Reduced credit degrees must include LAC (reduction would have to be from University Wide Credits)
 - The hope of proponents are to reduce time and cost of degrees without sacrificing quality. Some also notes that European degrees are mostly 3 years; but their K-12 system is completely different from ours.
 - UNC does not have a position at the moment and there are faculty on both sides pro and against this
- Curriculum Category Committee Reports
 - Written Communication & World Languages (Wood) – No report
 - History, Literature & Humanities (Smith) – Smith is meeting with Mitchell Gardner about AFS 101
 - Philosophy & the Arts (Casey) – Casey is working student survey items that will be a future business item
 - Social & Sciences (McMahan) – McMahan is working student survey items that will be a future business item
 - Mathematics & Natural Sciences (Steele) - No report
 - International & Multicultural Studies (Muller) – Muller is working with Junne on AFS 100
- Ad Hoc Committee Reports
 - Assessment & Curriculum (Muller)
 - Report from Director of Assessment (Bebee):
 - Outreach & Communications (chair TBD)

Unfinished Business

- Mapping on Course Syllabi (ongoing)
- UNC General Education Foundational Skills Credential
- Indirect Assessment [Student Survey](#)
 - CCC's will provide an update at the October 22nd meeting.

New Business

- Student Exception Request: [Sarah Albano](#) – Recommendation Deny
 - Course transferred from CSU with direct equivalence including MS – seeks IS designation
 - Muller reviewed and it does not fit IS Course
 - Music department may want to review comparison for future cases
 - MOTION: Motion to deny request to have IS designation made by Casey, seconded by Smith
 - VOTE: Motion approved unanimously
- Discussion: Possible Delivery Methods for Indirect Survey
 - It was suggested to send them out during the end of course surveys
 - We can use Canvas to distribute surveys without linking them directly to end-of-course evaluations.
 - Specific courses will be chosen for assessment each semester, and surveys will be sent to individual students in those courses.
 - The surveys should be ready to distribute by the end of fall semester.
 - Survey questions need to be finalized by November.
 - How are instructors being notified? Will they be notified?
 - Instructors give students some time to complete survey
 - It's important to maintain some elements from evaluations kit to ensure survey response rates remain high because student experience survey fatigue and response rates are low for the end of year surveys.
 - Communication will be needed for students and faculty
 - Timing and faculty communication support will be important
 - Who sees the data?
 - Possibly the LAC committee and Bebee.
 - Robert from Sonya's office will likely have access.
 - Faculty will also receive the data relevant to their courses.
 - Chad will follow up with Sonya
 - Oct 22 meeting can be used to discuss more about this.
- Discussion: Follow-Up for Academic Units with Missing Direct Assessment Data
 - No discussion due to time.

Comments to the Good of the Order

7pm on KUVO 89.3 campus jazz orchestra will perform live

Adjournment 5:02pm