

LIBERAL STUDIES COMMITTEE

Minutes

November 5, 2004

Attendees: Jeff Berglund, Karen Pugliesi, Pat Muster, Cynthia Conn, John Doherty, Laura Michael-Blocher, Anne Medill, Aregai Tecele, Bruce Fox, Dean Pielstick, Kapri Saunders, Margaret Conger and Marcia Metcalf

Absent: Gayle Houser, Blase Scarnati, Jack Ferrell, Rebecca Cole and Eileen Mahoney

Guest: Paula Garcia

I. Welcome – Jeff Berglund

- Jeff announced that he is this year's Liberal Studies Committee Vice Chair and would stand in for Blase Scarnati who was unable to attend this meeting due to a conference.

II. Approval of Minutes

- October 22 and October 29, 2004 minutes approved

III. Syllabi Review, Part II – Cynthia Conn

- Cynthia distributed a revised draft syllabus review rubric form
- The committee reviewed the FOR 240 course submission using the new rubric. A vote for approval or revisions deferred to a future meeting.
- The committee requested additional edits to the rubric, which Cynthia will provide at the next meeting.
- Blase will make assignments to syllabi review sub-committees via e-mail early next week; committees should complete reviews before the November 19th meeting.

IV. Other – Jeff Berglund

- Committee reminded to vote for the Summer Reading Book prior to November 12; Gioia Woods will discuss the final selections at the November 19th meeting.

Meeting adjourned at 4:30 PM