

LIBERAL STUDIES COMMITTEE

Minutes

February 11, 2005

Attendees: Blase Scarnati, Pat Muster, Laura Blocher-Michael, David Sherry, John Doherty, Kapri Saunders, Jack Ferrell, Dean Pielstick, Rebecca Cole, Karen Pugliesi, Bruce Fox and Anne Medill

Absent: Jeff Berglund, Gayle Houser, Cynthia Conn, Eileen Mahoney, Tom Paradis, Aregai Tecele and Marcia Metcalf

Guests: Paula Garcia and Gioia Woods

I. Welcome and introductions – Blase Scarnati

- Thank you to Jeff Berglund for chairing the January 21 meeting due to my absence.
- Thank you to Laura Michael-Blocher for taking the January 21 meeting minutes.
- Thank you to the Syllabi Review Subcommittees for all of their hard work in reviewing so many courses in such a timely fashion.
- Reminder to attend the February 11 and February 12 seminars sponsored by the Faculty Development Office.

II. Approval of minutes – All

- April 9, 2004 minutes approved.
- December 3, 2004 minutes approved.
- January 21, 2005 minutes approved.

III. LSC March 4 retreat discussion – Blase Scarnati

- March 4 retreat is cancelled. March 4 will be a regular meeting.
- Discuss an alternative retreat date in a future meeting for later in the semester.

IV. Syllabi report – All

- Course proposals to be included in the 2005-06 Catalogue must be approved by the Committee in time to be included on the University Curriculum Committee's February 22 agenda as consent items.
- Course proposals to be effective in 2005 Fall must be approved by the Committee in time to be included on the University Curriculum Committee's March 29 agenda as consent items.

V. Summer Reading selection – Gioia Woods

- Hard copy hand out of four options.
- Gioia attended a FYE conference in Phoenix where she gathered ideas for streamlining, events, and an assessment instrument.
- Gioia will be prepared to give a more in-depth report at the next meeting.
- Rebecca Cole also attended the FYE conference and reported her findings:
 - Imperative to have the summer reader author visit campus.
 - Authors are booked in advance so the committee may want to check on several and pick one later.
- Speaking fee for author can be very high. Committee may want to seek contributors to help with the expense.

- Committee unanimously decided that Gioia would take two books (*The Pack* and *Color of Water*) to the orientation leaders' meeting and have them vote on which book they believe would be appropriate. Liberal Studies Committee will then need to publicly announce that the orientation leaders made the final selection.
- FYE and ENG 105 will use the selected book and others will be encouraged to incorporate it into their courses.

VI. LS Advisory Board – Blase Scarnati and Bruce Fox

- Committee discussed establishing a Liberal Studies Program Advisory Board.
- Committee established an ad hoc subcommittee to draft a Proposal. Members of the ad hoc drafting subcommittee are David Sherry, Bruce Fox, and Blase Scarnati.
- The Proposal will be presented to the Committee for discussion and a vote for adoption in the March 4 meeting.

VII. Liberal Studies topics courses – All

- A question arose as to whether the LS Program accepted topics course proposals. Topics courses were approved in the past, yet it appears that the Committee had not been accepting topics course proposals for several years.
- Pat Muster was asked to report her findings at the March 4 meeting concerning a check of the Committee's past Minutes to determine when the Committee voted to no longer accept topics course proposals.
- The Committee discussed that topics course submissions would need to include a Master Syllabus and one Topic Syllabus example. The key issue is that a topic course proposal would need to be accepted contingent upon the agreement that student learning outcomes and their assessment as outlined in the Master Syllabus was common across all Topics Syllabi for the course.
- Pat Muster will provide copies of several liberal studies topics course syllabi prior to voting on acceptance of any topic courses.
- Vote tabled until next meeting.

VIII. Senior Capstone and Junior Level Writing: Update of portfolio requirement – All

- Proposal to delete language in the Senior Capstone and Junior Level Writing Requirement on the LS web site concerning the electronic portfolio and the self-reflective essay.
- Both the portfolio and the self-reflective essay were previously withdrawn as not being valid activities, as currently designed, for LS assessment.
- The electronic portfolio will more than likely be reinstated at a later date, but in the meantime we are not requiring the portfolio or the collection of the self-reflective essay.
- Rebecca Cole will rework the language and present it to the Committee at a future meeting.

IX. Other

- February 18, 2005 meeting cancelled. The next Committee meeting will be March 4.