

**LIBERAL STUDIES COMMITTEE**  
**Minutes**  
**December 7, 2007**

**Approved 1-18-08**

Attendees: Cruz Begay, Doug Brown, Don Carter, Jack Ferrell (via phone), Bruce Fox, Becky Garrison (via phone), John Hagood, Dayle Hardy-Short (presiding), James Leve, Louise Lockard, Eileen Mahoney, Helaine McLain, Tom Paradis, Shelly Pleasants, Karen Pugliesi, Vicki Ross, Blase Scarnati, David Sherry and Aregai Teclé.

**I. Approval of minutes**

The November 30, 2007 meeting minutes were approved.

**II. Updates on alignment project**

Dayle Hardy-Short will send a reminder prompt to department chairs.

**III. Revised LS submission form**

A revised submission form was discussed and revised by the committee. In addition to this form, once it is finalized, several items will be posted to the web, including a to-do list for submitting courses, the rubric, and an FAQ section.

**IV. Liberal Studies course proposals**

- REL 365 was approved
- BIO482C was approved
- WLLC141 was approved with minor modifications

**V. Explanation of distribution blocks**

The committee updated the format and slightly tweaked the explanation of distribution blocks to make them easier to read and for faculty to use as a guide for designing their course learning outcomes. The content was not changed. The reader-friendly format will be posted on the web.

**VI. Items for the next agenda**

Karen Pugliesi announced the recent hire of Zhong Chen, her new business analyst. He will compile data regarding liberal studies courses that she will present at the first meeting in January.

Adjourned

Spring 2008 meetings:

Jan 18; Feb 1, 15, 29; Mar 14, 28; Apr 11, 25