

**Liberal Studies Committee
Meeting Minutes
September 25, 2009**

Approved 10-9-09

Present Voting Members: T.S. Amer (presiding), Betty Brown, John Leung, Irene Matthews, Robert Rose (via phone), Vicki Ross, Dennis Tanner, Jin Wang, and Todd Welch.

Present Ex-Officio Members: Lauren Buck, Don Carter, Greg Glau, Kathryn Kozak, Tom Paradis, Shelly Pleasants, Karen Pugliesi, and Melinda Treml.

Excused Voting Members: Rebecca Garrison, Brent Nelson, Linda Robyn, Kathleen Templin, and Joseph Wegwert.

Absent Voting Member: Doug Brown.

I. Welcome, introductions, issues – TS Amer

The meeting was called to order at 3:01PM

II. Acceptance of minutes

- The 5-1-09 minutes were approved.
- The 9-11-09 minutes were approved with a minor correction.

III. Review of ENG 105 foundation requirement – Karen Pugliesi & Greg Glau

- The Liberal Studies Program has not examined its foundation courses in some time, and there is always a concern that the writing skills of NAU students are not at the level that we (students, alumni, faculty, employers, etc.) would like them to be. To begin to address that concern, the English department, with broad campus input, including the LSC, is planning to look closely at their ENG 105 foundation course; how it might better serve its students, and how it might positively affect writing being done in the disciplines.
- Once the LSC has fully empanelled its learning subcommittee, two of those members will be asked to join the ENG 105 committee (for lack of a better term).

IV. Liberal Studies Data – Office of Academic Assessment

- Melinda Treml walked the committee through a draft report titled “Infrastructure for the Distribution Area Requirement: AY 2008-09.” This study is intended to give the LSC a baseline of liberal studies courses, sections, capacities and enrollments. From this baseline, the LSC can acquire a fact-based understanding

- of where the program stands now, and determine how that information might be used to move in a desired direction.
- Part 2 of the Courses, Sections, Capacities and Enrollments report, coming in October, will incorporate more information, such as college, term, course level, and skill.
 - Step 2 of the Infrastructure Study will look more closely at students within Distribution Area courses (Majors, reserved seats, class level, DWF rates, etc.). It is expected to be complete this Fall semester.
 - Step 3 of the Infrastructure Study, coming next Spring, will incorporate variables related to faculty.
 - Also coming soon from the office of academic assessment will be a survey examining faculty attitudes toward Liberal Studies. It will be piloted with the LSC before it is distributed to the broader campus faculty. Additional pilot studies on FYS Course Evaluations and FYS Qualitative Surveys of Faculty will be reported on to determine the use of such elements to assess the Liberal Studies Program.
- V. Subcommittee course review and assignment of review groups – TS Amer**
- TS Amer explained the course review procedure to the committee.
 - Linda Robyn will assign all the voting members to one of three or four course review subcommittees and each one can choose a chair to represent their group.

Meeting adjourned at 4:40PM.