



**Liberal Studies Committee
Meeting Minutes
October 22, 2010**

Approved 11-5-10

Present Voting Members: Sara Aleman, Betty Brown, Mark Cornwall, Bruce Fox, Amalia Garzon (via phone), John Leung, Laura Michael-Blocher, Jim Morgan, Brent Nelson, Linda Robyn (presiding), Dean Smith, and Nancy Stackhouse (via phone), and Todd Welch.

Present Ex-Officio Members and Guests: Rebecca Campbell, Don Carter, Todd Firth, Greg Glau, Kathryn Kozak, Tom Paradis, Shelly Pleasants, Karen Pugliesi, Blase Scarnati, and Melinda Treml.

Excused Voting Members: Patrick Battles.

Absent Voting Members: Chase Hunt and Chunhye Kim Lee.

- I. Welcome – Linda Robyn, Chair**
The meeting was called to order at 3:05PM.
- II. Approval of minutes – Linda**
The 10-8-10 minutes were approved.
- III. Course review – Blase Scarnati, former LSC Chair**
For the benefit of new members, Blase explained the procedure for reviewing liberal studies course proposals. He pointed out that although we have a rubric for distribution block courses, our rubric for Capstone courses is several years old and only a draft, and we don't have one for Jr. Level Writing courses. He suggested that the committee might want to update/create these rubrics, but no decision was made to do so.
- IV. Campus communication (faculty survey) – Melinda Treml, Academic Assessment**
 - Melinda reviewed the “Preliminary General Findings from the Faculty Survey” document that she had distributed at the 9-10-10 LS meeting. There will be more detailed reports to come; the next one will be about faculty perceived limitations. Melinda asked the committee to think about and discuss how they want to use this data for evidence-based decision making and how they want to share it with the rest of the campus.

- For the benefit of the new members, we will redistribute the faculty survey to the committee for reference.

V. LS Program review update – Bruce Fox, Vice Chair

- Bruce has almost finished staffing the program review task force with the representation that was approved by the committee. He will distribute the list as soon as it is complete.
- Melinda offered to write something for Inside NAU to get the word out that we are starting a program review, but not a re-design.
- Bruce will also mention it to Ray Michalowski for dissemination to the academic chairs council.
- Karen already informed the faculty senate executive committee.

VI. Topics courses – Bruce

Bruce led a brief discussion about the value of topics courses and the importance of making sure that they align with the learning outcomes on the master syllabus.

VII. LS courses not taught – Karen Pugliesi, vice provost for academic affairs

- Per the decision at the last meeting to inactivate courses (from the liberal studies program only) that have not been taught for three or more years, Karen will communicate with the departments and colleges which will be affected.
- About 45 courses are eligible for this inactivation.
- Debra Larson, associate vice provost, will inform the university curriculum committee and will assist with making this work in our system.

Meeting adjourned at 4:24PM.