

MINUTES
Liberal Arts Core Committee
February 29, 2008
Student Involvement and Activities Center Meeting Room,
Plaza level, Maucker Union

Present: Ken Baughman, Jerry Caswell, Donna Hoffman, Siobahn Morgan, Jean Neibauer, Ron O'Meara, Frank Thompson, Lori VanHooreweghe

I. Call to Order:

Morgan called the meeting to order at 8:20 A.M.

II. Announcements

A. The cancellation of the Faculty Senate meeting will delay any action on the Capstone Management document. The timing is particularly important due to the need to get changes into the 2008-2010 Catalog that pertain to Capstone – mainly the numbering of courses.

B. Morgan discussed her meeting with the UCC. The LAC Major/Emphasis/Certificate concept was not popular with either the UCC or the LACC, so that idea was dropped. The idea of an LAC Honors designation for graduating seniors was viewed favorably by the UCC and the LACC will look into developing the guidelines for that program.

C. Thompson asked about the timing of submission of changes to the curriculum process, and Morgan mentioned that the UCC and the Faculty Senate would have to approve any changes that we suggest. Morgan will investigate the time-line and deadlines for getting changes to the curriculum handbook. The next UCC meeting is March 12.

III. New Business

A. Morgan distributed a memo to the Faculty Senate that asks to have the exception for the Dietetics major removed from the Category 4B guidelines. Morgan discussed this with the head of DTGFS and he was okay about removing the language. After a few more people showed up, Thompson moved that the memo be forwarded to the Faculty Senate. Caswell seconded the motion. No further discussion. Motion passed unanimously.

B. Morgan discussed the need for advertising and marketing of the LAC to new students and their parents at venues such as Up Close Days, Summer Orientation, etc. A brochure from another university was distributed to show the type of promotional material that could be distributed. It is likely that the "Purposes and Goals" statements that are currently being worked on could form the basis for a brochure or poster. The idea is not to list in detail all of the nuts and bolts of the LAC, but to show the philosophy behind the LAC, why it is good for students, how it helps all students, etc. Other things that could be promoted would be average class size, number (or percentage) of tenure faculty teaching in the LAC, the universal nature of our LAC (applies to all majors), the low usage of graduate students, the

global/diversity content of some areas of the LAC, alumni testimonials about the importance of the LAC, LAC tutorial services, etc. Various statistics will need to be culled from the current LAC courses to provide impressive numbers.

IV. Old Business

A. LAC Revision Process was discussed. The various steps for proposing a large structural change to the LAC would require an initial consultation session with the LACC (Preliminary Proposal Form included – Appendix A). The LACC would then determine if the proposal should go forward, at which point the proposer would seek input from various bodies, including departments, college senates, individual faculty, students, etc., – the exact audience that would be asked to provide input would depend upon the nature and scope of the proposal. Once information was obtained through these consultations, the proposal would be included in the curriculum process using a new form (proposed Form “L”).

Other corrections to the Curriculum Handbook were also mentioned – those put together by Baughman, and these will be shared with the UCC. Further discussions with the UCC will take place to get all proposed changes with the Handbook pertaining to the LAC clarified.

Thompson asked about the idea of having an “LAC Council” that could be used for the curriculum approval process, akin to the current “Graduate Council”. Such a committee would be made up of LAC faculty. Morgan noted that the “Coordinating Committees” that are needed for LAC management could serve in that role, rather than having an additional committee/group set up. It might be advantageous to have college level coordinating committees, particularly in CHFA, CNS and CSBS, to help manage the LAC and those groups could also be consulted on curricular matters as needed.

V. Approval of Minutes

The minutes of the February 15, 2008 meeting were discussed. Morgan noted that only Maria Basom had mentioned the “easter egg” that was buried in the notes. A few minor errors were found and noted. O’Meara moved to approve the minutes as amended. Caswell seconded the motion. There was no further discussion. Motion passed unanimously.

VI. Adjournment

Motion to adjourn the session was made by Thompson, and seconded by Hoffman. Motion passed. The meeting adjourned at 9:20 a.m.

Next Meeting – 8:15 AM, March 7, 2008 – in the SIAC meeting room.

Respectfully submitted,
Siobahn Morgan

LAC website: <http://www.uni.edu/vpaa/lac/index.shtml>