

Liberal Studies Committee Notes of Discussion

August 26, 2020, 1:00-2:45 p.m., virtually via zoom

Meeting called by: Jason BeDuhn, Chair

Type of meeting: Liberal Studies Committee

Facilitator: Jason BeDuhn, Chair

Note taker/recorder: Barbara Branton

Voting members: Jason BeDuhn, Bruce Fox, Susan Smiley, Amy Hughes, C. Christina, Toby Hocking, John Doherty, Kristen Konkel, Ali Conant, Michael Bolar, Jermaine Martinez, Alison Conant, Louise Lockard, James Copley, Shelley Vaughn, Will Cordeiro, Neal Smith, Vince Caranchini, Jeannie Copley,

Ex-Officio members: Jeff Berglund, Melinda Tremel, Monica Bai, Alana Kuhlman, Sue Pieper, Clarreese Greene, Flower Darby, Amy Rushall

Excused voting:

Excused ex-officio: Kim Hensley-Owens

Agenda and notes of discussion

Topic	Discussion
Welcome	Call to Order: Quorum was present. Members introduced themselves with information about college represented, years at NAU or years on the committee. New members were welcomed Notes of April 28, 2020 meeting were approved.
Consent Agenda	There were no consent agenda items for this meeting.
LSC Bylaws and procedures	The bylaws were presented and discussed to ensure that all are aware of the committee's charge and responsibilities of membership. It was noted that some revisions to the bylaws reflecting changes to the list of colleges entitled to representation on the LSC and other minor inconsistencies. Attendance for a quorum is important and if members are unable to accommodate the meeting pattern, a replacement can be sought. The consent agenda was explained along with how items are periodically pulled and result in good discussions for improvement of syllabi and what meets the requirements for a liberal studies designation. Members will be working in ad hoc subcommittees so one subcommittee does not have to do all the work for the curriculum reviewed this year.
Curriculum process schedule, adjustments to LSC review	The annual curriculum timeline was presented and deadlines were noted for AY 20-21. With the pending changes to NAU's Liberal Studies general education program it is anticipated that fewer courses will be submitted or approved. There will be no review of new Distribution Block courses, unless they are also being submitted to the Diversity Committee. New submissions for JLW and Capstone courses will continue to be accepted for review. The deadline for

		new courses is October 16. Because of the short timelines, members are encouraged to do their review within a week of receipt of syllabi so that feedback to the proposer can be shared or so that it can make it to the next consent agenda and on to the college curriculum committees.
Task Force overview/Updates		Director Berglund discussed the Liberal Studies Task Force charge and goals and shared a graphic outlining the history of the Liberal Studies Program. The task force is developing a recommended structure for the implementation of the June 2019 ABOR policy on general education and incorporating items from the Liberal Studies external review. The goal is to create a program that is easy to understand and is more transparent to students and faculty. Representation on the task force includes members from the Liberal Studies committee, faculty from each of the colleges, and staff from student centric programs. The external review noted that while distribution blocks are tracked, the essential skills are not. This anomaly should be addressed as the recommendations are made for changes to the program, the definitions of the knowledge areas (distribution blocks) and how to incorporate some of the skills across the curriculum much like writing. The Liberal Studies committee contributed to the process with its development of intellectual habits/skill development that graduates will take with them through life, and will review the draft proposal before it goes to the Senate for approval. The current implementation date is expected to be fall 2022 and would allow incoming students to select the new program and current students to choose between the new program and the existing program.
Course Proposal Review Process		Director Berglund shared a sample syllabus and the SPW review form. Members were introduced to the relevant points to consider. Subcommittees are generally 3-4 members and work by email to reach a consensus that is then compiled onto one form and submitted to the committee for the consent agenda. Some of the answers to the review form may be embedded in the cover material that accompanies the syllabi and not in the syllabi. Only one committee member should interact with the proposer for revisions. Questions on the review/syllabi can always be directed to the Liberal Studies committee leadership.
Announcements		
Good of the Order (your opportunity for future agenda items)		
Adjourn		J. Copley moved, K. Konkel seconded and meeting was adjourned at 2:46pm. The next meeting will be September 8.