Liberal Arts Program Committee
Minutes
25 September 2006

Members Present: Chuck Booth, Sandy Brooks, Hope Cook, Gail Gelbud, Richard Jones-Bamman, Maggie Martin, Delar Singh, Nanette Tummers, Bob Wolf, Carmen Cid, ex officio

1. Review of minutes of September 18, 2006
   Draft minutes were reviewed and approved (Jones-Bamman, Booth).

Old Business

2. Announcements
   a. New members of the LAPC were introduced. The Committee meeting time does not serve all the new members well. A change in the meeting time will begin on 16 October to accommodate new members. The LAPC will meet from 9-10:45 for the remainder of the semester.

   b. New England Educational Assessment Network, November 3 Holy Cross Worcester
      Members are encouraged to attend this assessment conference. Please contact Peter Bachiochi for registration.

3. LAC Course Submission Process and Policies

   The Committee discussed concerns about the form submission process and the content of the forms that have been raised by some faculty. Most of the concerns expressed were specific questions related to the extent of information requested, whether the LAPC would evaluate individual courses, and how information will be used. Gail Gelbrud brought a request from a faculty member to urge the LAPC to: (1) remove requirements to identify how specific learning outcomes would be assessed and to assess only the LAPC program, not categories or tiers; and (2) allow courses to be included in the LAPC that met one or more of the learning goals rather than all goals.

   Members reviewed the mandate of the GEPC and discussed the rationale for the requests and the challenges resulting if these changes were made. Members discussed how course applications would be viewed as none have yet been received. Members thought that they would be unlikely to approve a course in which only rankings of “1”, “less important” were present for category and tier goals or if there were any “NA” rankings in this area. Any ranking of NA in the tier outcomes must be justified. We would encourage an average of “2” or better for rankings.

   Committee members supported more faculty interaction and information. A draft of an information sheet (FAQ) was circulated and will be distributed to faculty during the week. Dates were proposed for open faculty forums for feedback and discussion.

   Department chairs and secretaries should receive notification this week about downloading Adobe Standard and dates set for training on the software by ITS.

Next Meeting: 2 October 2006

Minutes respectfully submitted,

Maggie Martin, Chair