

## **Liberal Studies Committee Minutes**

2 February 2012

3:30 p.m.

Stabley 103

Present: Y. Asamoah, L. Evering, M. Florez, M. Hildebrandt, E. Hwang, M. Knoch, D. Pistole, E. Ratliff, R. Sweeny, M. Swinker, J. Tomlinson

Excused: F. Slack

### **For Information:**

1. Bachelor Of Science In Education-Social Science Education/Anthropology Track:  
The LSC approved this track at our 27 October, 2011 meeting. However, the total for this track should be 44 not 47 since they count the humanities/history as being covered in their majors courses which reduces that requirement to 6 credits from 9 credits and the total LS hours from 47 to 44. It has now been corrected in those minutes and in the copy sent to the UWUCC for consideration.

2. Subcommittee members for Spring 2012:

NSM & HHS: Hwang, Knoch, Pistole (chair), Swinker, Tomlinson

HSS & FA: Asamoah, Evering, Florez, Hildebrandt (chair), Ratliff, Sweeny

3. The minor revisions for the following tracks were received and approved (provisional removed) and passed on to the UWUCC:

GEOG        BS Regional Planning/Land Use Planning and GIS Track  
              BS Regional Planning/Environmental Planner Track  
              BA Geography/General Geography Track  
              BA Geography/GIS and Cartographer Track  
              BA Geography/Environmental Geographer Track

### **For Action:**

Motion to approve the minutes of 1 December, 2011. Sweeny/Florez – passed – 11/0/0.

### **II B. Course Revisions:**

1. Sweeny/Knoch motion to provisionally approve ENGL 101 Composition I –

Passed – 11/0/0.

If the revisions can be made by Monday February 6, 2012 then the LSC will remove the provisional approval and pass the proposal on to the UWUCC. The revisions requested are listed at the end of these minutes.

2. Evering/Ratliff motion to return HIST 196 Explorations in U.S. History, HIST 197 Explorations in European History, and HIST 198 Explorations in Global History.

Passed 11/0/0.

If the revisions can be made by Monday February 6, 2012 then the LSC will have a special meeting to review them. The revisions requested are included at the end of these minutes.

Motion to adjourn - Florez/Knoch: approved unanimous. The meeting adjourned at 5:05.

### **ENGL 101 requested revisions:**

1. The Grading Scale - very minor - you need to add 90% -100%, 80%-89%, etc. and keep the points as well (A=90%-100% (720+), etc.
2. Your course outcomes need to use the format approved by the senate. You have all of the material you need to do this so there is no need to rewrite - just reorganize. Example:

Objective 1:

Describe the general physiology of sensation as a means to interpret the physiology of pain.

Expected Student Learning Outcomes 1 and 2:

Informed and Empowered Learners

Rationale:

Assignments will require students to have a level of knowledge of sensory physiology that will enable them to understand how pain mechanisms work. Assignments will also require students to critically analyze sensory modalities and to use this analysis to explain how pain is interpreted in our brains.

3. Attendance and participation. You say that you will give 50 points for this but do not give any indication of how participation will be evaluated. You need to give some explanation of how participation will be evaluated. It appears that you give points for peer responses so we assume it must be some other form of participation (needs to be noted). We recognize that this is a multiple section course and that professors might want to handle this differently so a generic type of statement may be best, but a student must still be able to know how they will be graded for participation.

4. Attendance policy. We suggest a more generic statement such as "Students are strongly encouraged to attend class. Individual faculty members may develop their own policies that comply with the university attendance policy."

### **HIST 196, HIST 197, HIST 198 requested revisions:**

What follows are details for the revision of HIST 196. The same revisions should be done for the HIST 197 and HIST 198 proposals. Following that are a few minor revisions specific to each course.

Syllabus of record – HIST 196

The basic idea is to delete your example syllabus and incorporate parts of that syllabus into the syllabus of record making a single syllabus of record (with no sample syllabus).

**I. Catalog description** – no changes

**II. Course Outcomes** – please move your descriptions/outcomes on page 13-15 to here – replacing your current list on page 2. There is no need for any rewrite of these outcomes – just move them to this portion of the proposal.

**III. Course Outline** – from UWUCC handbook:

III. **Detailed Course Outline.** This should give the reader an outline of the topics examined in the course as well as an indication of the amount of time spent on each topic. This is either done by indicating the number of class hours spent on each topic or by indicating the percentage of time spent on each topic. The total number of hours for the class is 14 (weeks) times the number of credits (e.g., 14 weeks x 3cr = 42 academic hours of 50 minutes). Do not forget to allow time for exams in the outline. Each hour is an academic hour of 50 minutes.

You must have an outline for this section. We suggest you delete your 3 current paragraphs and replace them with the course outline from the sample syllabus.

The only issue that needs to be addressed in the sample syllabus course outline is the online exams. The committee felt that since it will be taught by a variety of professors it would be best to have the exams count for 1 hour and not be on line. A professor could always have exams on line but that would be at their discretion. This would require a slight modification of your hours for the various topics but would provide a more generic base for faculty to work from. Alternatively, if all professors teaching the course will be expected to give on line exams, then please provide a justification for this as part of your description of curricular change (Part II.).

**IV. Evaluation methods** – from UWUCC handbook:

IV. **Evaluation Methods.** Indicate the type(s) of evaluation used (quizzes, exams, projects, papers, etc.) and detail the requirements on evaluations particular to this course. Indicate the weight of each type of evaluation being used, how the final grade will be determined, and a grading scale. Explain the nature of the culminating activity during final exam period (week 15).

We suggest using the evaluation methods from the sample syllabus. You would need to add a brief explanation of the nature of the culminating activity (you list a final exam).

**V. Grading Scale** – again use the one from the example syllabus and add point totals to each grade: A: 90% and above (450-500); B: 80-89% (400-449), etc.

**VI. Attendance** – leave as is in syllabus of record (Students are strongly encouraged to attend class. Individual faculty members may develop their own policies that comply with the university attendance policy.)

**VII. Required textbooks, supplemental books and readings** – Use the sample syllabus books and add a differentiation between which of those is the textbook and which is a supplemental reading (note: this was done in the HIST 198 proposal).

Textbook: Henretta and Brody, ... 2010.

Supplemental Reading: Larsen ... 2004.

**VIII. Special Resource Requirements** – no change

**IX. Bibliography** – use the sample syllabus bibliography

### **Syllabus of record – HIST 197 and HIST 198**

Follow the same procedure as outlined for HIST 196 for each of these two proposals so that they will all be in the proper UWUCC new course proposal format.

#### **Specific revisions for each course:**

**HIST 196** – you have citations out of order (Herring, Irons, Hunter, Isenberg) – reorder (p. 8 of current proposal).

**HIST 197** – on p. 9 of current proposal – Bibliography you have Hopkins, Bradley – reorder

#### **HIST 198 –**

1. **Evaluation Methods** - if you include 10% for class participation you must have an explanation of how you will evaluate the student's participation. The other two courses did not have this so you might want to consider removing it for consistency across the three courses.

2. **Grading Scale** – you must have a grading scale (a cut and paste from one of the other courses would be fine).