**Liberal Education Committee**

**9 October 2015**

**304 Albertson Hall**

**3:00 – 5:00 p.m.**

**Minutes**

**The meeting was called to order at 3:15 p.m.** by Chairperson Rackaway, who recognized a quorum was present.

**Present:** Dr. Chapman Rackaway (Chair), Dr. Cheryl Duffy, Dr. Shala Mills, Ms. Jessica Heronemus, Dr. Carol Patrick, Ms. Robyn Hartman, Mr. Cody Scheck, Dr. Kenny Rigler, Dr. Jeff Burnett, Dr. Bill Weber, Dr. Tim Crowley, Dr. Brad Will, and Dr. Teresa Woods. **Absent:** Ms. April Terry, Dr. Tom Schafer, Mr. Kenton Russell, Mr. Ben Cline.

**New Members:** Chairperson Rackaway welcomed new committee member Dr. Duffy, and announced new members would still join to complete a roster of two representatives from each college and two student representatives. New members will be appointed by the Student Government Association, College of Education, and College of Business and Entrepreneurship.

**Minutes:** Minutes from September 29th meeting were reviewed. Dr. Crowley moved that the minutes be approved, seconded by Dr. Mills, and the motion passed.

**Draft of Liberal Education Review Plan:** Dr. Rigler designed an attractive graphic format for the document, which was appreciated by the committee. Final edits were made to the document, which will be made available at the public forum next Tuesday.

**Preparation for Open Forum, Tuesday, October 13, 4:00 – 5:00 p.m. in Albertson 169:** Presentation should take 15-20 minutes, with the remainder of the hour reserved for question and answer / discussion. It was decided that several committee members will contribute to the presentation, each presenting for no more than 3 minutes:

1. Chairperson Rackaway: Welcome, Committee Charge, Committee Members
2. Ms. Heronemus: Where we’ve been, Future forums
3. Dr. Burnett: Why Liberal Education? Its relationship to General Education
4. Dr. Patrick: Committee is informed by DQP and LEAP frameworks – overview
5. Dr. Rigler: Process
6. Chairperson Rackaway: Communication (webpage, blog, etc.)
7. Questions (Facilitated by Chairperson Rackaway)

Dr. Woods will record notes. Forum will be video recorded.

**Communication Strategies:**

* Chairperson Rackaway identified communication existing pathways: Blog (FHSULiberalEducation.WordPress.com), Facebook, Dropbox, Google Docs.
	+ Committee members were asked to commit to sharing one piece of content every two weeks via social media. A sign-up sheet was circulated.
	+ We should have information available on an fhsu.edu webpage – Chairperson Rackaway is working with technicians to set that up.
* Future opportunities for receiving input and feedback will include listening forums such as coffees and lunches. We should also have a way for individuals to submit anonymous comments, questions, or suggestions on the LE FHSU webpage. Chairperson Rackaway will work with technicians to create that option.
* The committee considered methods of enhancing student participation in the process of developing a new Liberal Education Program. Mr. Scheck will bring the suggestion to SGA that they host a forum, with student members of the Liberal Education Committee presenting, and with other LE committee members present. We should have a suggestion / question / comment box available, in which anonymous contributions could be addressed during the forum.

**The meeting was adjourned at 5:09 p.m.**

Respectfully submitted by Teresa M. Woods, Secretary.