

**Liberal Arts Council**  
**September 10, 2013**

Present: M. Aakhus, T. Bordelon, M. Dixon, R. Priest, J. Hardgrave, S. Rode, R. Gennaro, S. Spencer, S. Hall, W. Rinks, I. Phillips, C. Rivera, E. Wasserman, B. Christie, and P. Moore.  
Absent: MT Hallock Morris, J. deJong, and C. York.

The meeting started at 9:03 a.m.

**I. Approval of Minutes**

The minutes of September 3, 2013 were approved unanimously.

**II. New Course Petition**

E. Wasserman introduced the petition for THTR 228, Graphic Design for Theatre I. Following discussion with J. deJong, E. Wasserman agreed to change the course title to Theatre Graphics I. The revised petition with new course title was approved unanimously.

**III. Course Modification Petition**

E. Wasserman introduced the petition to modify THTR 326, Graphic Design for Theatre II. Following discussion with J. deJong, E. Wasserman agreed to change the course title to Theatre Graphics II. The revised petition with new course title was approved unanimously.

**IV. Core 39/Degree Maps**

M. Dixon updated chairs on the state law requiring that Degree Maps be prepared for all major programs that provide a path for students to graduate in four years. He also requested that chairs submit to him a list of classes that each department has submitted or intends to submit for inclusion within the Core 39. This list will be distributed to chairs to facilitate the process by which the Degree Maps are prepared. S. Spencer noted that he has requested a core map from M. Kraehling that will also be useful in preparing Degree Maps. S. Rode noted that DARS has the capability of providing a map for students. Considerable discussion ensued regarding the issues that related to the creation of Degree Maps, including the problems that students will face if they change majors, select a second majors, are required to complete one or more GENS courses, or if they are simply unable to complete a fifteen-hour course load for eight consecutive semesters. R. Priest also noted that it may be more beneficial to create a two-year core map and a two-year major map, as many SAC students do not declare their major until their junior year. This situation is similar in many other majors that students discover as they complete their core curriculum requirements.

**V. Faculty Absence Policy Discussion**

M. Dixon reminded chairs to inform their faculty of the college's policy concerning faculty absences from class. He asked also if there was a need to update the policy. The consensus was that the policy as it currently is written remains acceptable. W. Rinks noted that the

Communications Department also has a similar policy if any faculty member is unable to hold scheduled office hours. In this case, the chair and department administrative assistant must be notified and a notice must be posted.

#### **VI. Announcements**

W. Rinks reported the MT Hallock Morris will send an email soon to inform faculty that the deadline to submit new course petitions and course modification petitions to the Curriculum Committee has been changed from 1 November to the third Friday in October and the Friday before spring break. It is intended that these changes be implemented in the 2014-2015 academic year.

C. Rivera requested the opportunity to meet individually with each chair to discuss issues pertaining to interdisciplinary studies and their departments.

The meeting was adjourned at 9:45 a.m.