Meeting Minutes

1. **Approval of Minutes of March 11, 2019**
   - Motion to approve minutes of March 11, 2019, as distributed. Motion was seconded and approved unanimously.

2. **Consideration of Course Proposals**
   - Motion was made to approve HNRS 331 (Colloquium in Humanities) for K3, GE IV, and Service-Learning variable. Motion was seconded and approved unanimously.

3. **Review Rubric Review Report**
   - HLC is coming for re-accreditation and need documentation. This cycle will be in effect fall 2020; communication strategy needs to be determined now.
     - Communicate to chairs and associate deans so they’re aware before it’s implemented
     - Assessment can determine who has taught in these areas, send communication to chairs and instructors/those most likely affected by change
     - Notice in Blugold FYI, participants may be wondering what was decided
     - Can use changes as an opportunity to “advertise” to submit LE proposals
     - May want to send email in fall 2019 with a reminder in spring 2020
     - Add the revised rubrics to website now, some faculty will be working on proposals over summer and others can preview what is coming
     - Assessment/Mary is aware and will change forms, unsure how it will change the data sets
     - Angie spoke with Evan about changes, he is determining whether it needs to go through APC

4. **Miscellaneous Business**
   - Please contact Steve Fink if you would like to serve as a judge for the Liberal Arts Essay Scholarship Competition. Five submissions.

*Adjourned at:* 2:24 PM
*Submitted by:* Sarah Forcier
*Approved:* 5.6.19