**Minutes**

**Meeting Group Name:** AUC-CC-LAS Subcommittee

**Date of Meeting:** Thursday 12/8/2020

**Location / Time**: Via Google Meet 3:30pm to 5pm

**Adjourned:** Meeting adjourned at 5:04 by Elizabeth Gordon

**Attendees:** Elizabeth Gordon, Danielle Wigmore, Audrey Pereira, Jonathan Harvey, Sarah Wright, Lisa Gim, Tara Mariolis, Franca Barricelli (excused at 3:58 pm)

Guests: Kisha Tracy, Michael Nosek (representing AUC), Catherine Buell, Nadimpalli Mahadev, Donald Tarallo, Jon Krasner, Joe Wachtel, Karina Bautista and Nelly Wadsorth

**Absent:** ???

**Excused:**  ???

**Submitted by:** T. Mariolis

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| **Topic** | **Discussion** | **Action** |
| 1. Call to order | 1. Meeting was called to order at 3:35pm by Liz Gordon | 1. Discussion of agenda items began. |
| 2. Review of minutes from last AUC-CC-LAS Subcommittee meeting | 2. Minutes from 11/3/2020  **Motion to consider minutes from 11-3-20: Jonathan Harvey, Second: Sarah Wright**  **Elizabeth Gordon recommended voting for approval of minutes of 11/3/20** | 2. **VOTE: 8/0/0** |
| 3. New Business: consideration of AUCC-LAS proposals  **3.a. AUC#5:** [**LAS Course Designation for FFL-Quantitative Reasoning For 9 MATH Courses**](http://web.fitchburgstate.edu/aucproposals/upload/AUC5-Buell-1st_Year_QR_Designation_Request-9_Courses-With_Syllabi.pdf)**. Sponsors: Catherine Buell and Sarah Wright Elizabeth Gordon; Second: Jonathan Harvey** | 3.a. **Motion to consider AUC#5: Jonathan Harvey, Second: Sarah Wright**    Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  Jonathan Harvey: Wondering why is Calc II one of the courses? Can you test into it?  Sponsor Catherine Buell: Yes you can test directly into the course.  **Elizabeth Gordon recommended voting for approval of AUC#5.** | 3.a. **AUC #5 VOTE: 8/0/0** |
| 3.b. **AUC#8:** [**LAS\_Designation\_Request-CSC\_4100-Ethics and Impacts in Computing Solutions**](http://web.fitchburgstate.edu/aucproposals/upload/AUC8-Nadimpalli-LAS_ER_Designation_Request-CSC_4100-with_Syllabus.pdf)**. Sponsor: Nadimpalli Mahadev** | 3. b. **Motion to consider AUC#8: Jonathan Harvey, Second: Sarah Wright**  Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  Question from Sarah Wright, Danielle Wigamore, Elizabeth Gordon and Lisa Gim: We are curious about selection of reading and writing for *Creative and Critical Thinking* skills? How are those skills being explicitly taught in the course? Not clear from the proposal how this will be done?  Kisha Tracy: Perhaps the course would better meet the *Digital Literacy* designation. Secondary skills will not be readily apparent to students, they are more behind the scenes type of skills. Eventually secondary skills will be assessed in courses.  **Elizabeth Gordon recommended voting for approval of AUC#8** with a friendly amendment to remove the *Reading and Writing secondary skills* and to add the *Digital Literacy secondary skill instead.* | 3.b. **AUC #8 VOTE: 8/0/0** |
| 3.c. **AUC#9:** [**New\_Course-FYE-Seminar\_in\_Computer\_Science**](http://web.fitchburgstate.edu/aucproposals/upload/AUC9-New_Course-Nadiimpalli-FYE-CSC-full.pdf)**. Sponsor: Nadimpalli Mahadev** | 3.c **Motion to consider AUC#9: Jonathan Harvey, Second: Sarah Wright**  Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  Sarah Wright: There is a great deal of computer content to cover in addition to meeting FYE outcomes which seemed like a lot to achieve in this course.  Laura Garofoli: It is doable. We’ll learn as we go. It is a balancing act but achievable.  Jonathan Harvey: I agree there is a great deal of computer knowledge to cover in the course.  Franca Barricelli: Is there a feedback mechanism to provide guidance on developing ‘habits of mind’ in an FYE course?  Elizabeth Gordon: Yes there are and those have been developed by Laura Garofoli. Faculty are trained before they teach a FYE course.  Elizabeth Gordon: Since this is the FYI course for computer science majors, is it open to other students other than computer science majors?  Nadimpalli Mahadev: Yes, absolutely. There are no prerequisites I believe.  **Elizabeth Gordon recommended voting for approval of the *FYE* designation for the course in AUC#9.** | 3.c. **AUC #9 VOTE: 8/0/0** |
| 3.d**.**  **AUC#10:** [**Course Designation-FA and HI for Introduction to Graphic Design (COMM 3810)**](http://web.fitchburgstate.edu/aucproposals/upload/AUC10-LAS_Course_Designation-FA_and_PL-Introduction_to_Graphic_Design-COMM_3810-Final.pdf)**. Sponsors: Donald Tarallo and Jon Krasner** | **3.d. Motion to consider AUC#10: Jonathan Harvey, Second: Sarah Wright**  Johathan Harvey: For the minutes it is *Procedural and Logical Thinking designation* you are requesting not the HI designation correct?  Donald Tarallo: Yes, correct, that is a mistake.  Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  Elizabeth Gordon: Are there prerequisites for this course.  Donald Tarallo: No there are not.  Jon Krasner:This course opens the door for the university to a wide, varied and broad discipline.  Danielle Wigamore: I had a question about the rationale for the use of secondary skill of *Critical Thinking* specifically*.*    Donald Tarallo: The assignments require several critiques over three weeks. It is inherent in the critique process.  Jon Krasner: Students use a great deal of abstraction in this course, and utilize an iterative process to create unique ideas in order to see something in a different way.  Kisha Tracy: I would suggest using *Creative Thinking and Digital Literacy* designations, to avoid using more than two, which is a lot.  Audrey Perieira (committee member): I recommend using *Creative Thinking and Digital Literacy* designations rather than *Creative Thinking and Critical Thinking* designations.  Jonathan Harvey: We don’t have the documents to refer to but it is important to know how the secondary skills will work and be assessed.  Kisha Tracy: I agree.  **Elizabeth Gordon recommended voting for approval of AUC#10** with a friendly amendment to change the designations to *FA and Procedural and Logical Thinking* and the secondary skills to *Creative Thinking* and *Digital Literacy.*  Elizabeth Gordon: For the secondary skills that we do not have guidance documents for, we have definitions for those and they are in the AUC-CC-LAS folder on Google drive. | 3.d. **AUC#10 VOTE: 7/0/0**  (Franca left) |
| 3.e.  **AUC#11:** [**New Course: Worlds of the Past on the Digital Frontier (HIST 2XXX) with HI Designation**](http://web.fitchburgstate.edu/aucproposals/upload/AUC11_Wachtel-New_Course_and_LAS_Designation_Request.pdf)**. Sponsor: Joe Wachtel** | 3.e**. Motion to consider AUC#11: Jonathan Harvey, Second: Sarah Wright**  Elizabeth Gordon: We are only considering the *HI* designation for the course in AUC#11 [**New Course: Worlds of the Past on the Digital Frontier (HIST 2XXX) with HI Designation**](http://web.fitchburgstate.edu/aucproposals/upload/AUC11_Wachtel-New_Course_and_LAS_Designation_Request.pdf)**.**  Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  Joseph Wachtel: We’d like to add as a friendly amendment to include *Creative Thinking* and *Digital Literacy* as secondary skills.  Lisa Gim: Some of the guidelines for these secondary skills are not developed yet and we are running these courses without them. I feel a bit uneasy about this.  Kisha Tracy: The guidelines will be done shortly and there will not be that many courses in this situation. I think it is ok to go ahead and continue to approve them.  **Elizabeth Gordon recommended voting for approval of AUC#11** with a friendly amendment to include the rationales (below) for *Digital Literacy* and *Creative Thinking* as secondary skills and to add Ben Liebermann as a co-sponsor.  *Rationale for Creative Thinking:*  This class encourages students to apply traditional historical methodologies and existing historiographical interpretation to new technologies in order to imagine the past in new innovative ways.  *Rationale for Digital Literacy:* This course teaches students how to use digital technology to communicate historical knowledge and interpret research results. | 3.e. **AUC#11 VOTE: 7/0/0** |
| 3.f.  **AUC#20:** [**First-Year Writing Requirement Designation Request - Writing I (ENGL 1100)**](http://web.fitchburgstate.edu/aucproposals/upload/AUC20-Tracy-Urbanski-Writing_I-Foundations_Proposal.pdf)**. Sponsors: Kisha Tracy and Heather Urbanski** | **3.f. Motion to consider AUC#20: Jonathan Harvey, Second: Sarah Wright**  Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  Jonathan Harvey: There are variations in the focus/goals of the different syllabi for same courses and they contradict one another?  Kisha Tracy: This happens in syllabi often since many adjuncts teach the course  Jonathan: The guidance documents goals are clear regardless of what is in the syllabi.  **Elizabeth Gordon recommended voting for approval of AUC#20** to add a *First Year Writing Designation* for Writing I | 3.f. **AUC#20 VOTE: 7/0/0** |
| 3.g. **AUC#21:** [**First-Year Writing and Information Literacy Requirement Request - Writing II (ENGL 1200)**](http://web.fitchburgstate.edu/aucproposals/upload/AUC21-Tracy-Urbanski-Writing_II_Foundations_Proposal.pdf)**. Sponsors: Kisha Tracy and Heather Urbanski** | **3.g. Motion to consider AUC#21: Jonathan Harvey, Second: Sarah Wright**  Kisha Tracy: we are working on how to make *Information Literacy* a separate outcome for this course.  Elizabeth Gordon opened discussion and questions from AUC-CC-LAS subcommittee members.  **Elizabeth Gordon recommended voting for approval of AUC#21** to add a *First Year Writing* and *Information Literacy* designations for Writing II (ENG 1200) | 3.g. **AUC#21 VOTE: 7/0/0** |
| 4. **Guidance documents:**  updates on progress for  4.a.[Critical Thinking](https://drive.google.com/file/d/13Ty6ouxSn18MISAHX8eekvqagcqbsjyJ/view?usp=sharing), Creative Thinking, Digital Literacy  4.b. Diverse Perspectives guidance document | Elizabeth Gordon: we are going to jump ahead to *Diverse Perspectives* since Karina Bautista is present and has been waiting to discuss this.  4b. Diverse Perspective Guidance Documents- Karina Bautista  Karina Bautista: We recommend an expansion of the Diverse Perspective Guidance Document by underscoring the notion that diverse people are agents of knowledge. It is also important that diverse perspectives be discussed in an historical context (goal change.)  Jonathan Harvey: Do you think that the addition of understanding diversity in a historical context is necessary in the goals of the document.  Karina Bautista: Diversity is now seen as “trendy” but the idea that diverse perspectives have long occurred in history, should be highlighted for students.  Lisa Gim: When are we going to consider our guidance documents “done” and at what point will we stop adding to them?  Karina Bautista: we didn’t add a great deal to it, but this is something that we felt should be included. .  Kisha Tracy: The guidance documents are meant to be fluid as programs change.  Lisa Gim: Disability and sexuality were identified as needing to be included and they are not presently there.  .  Elizabeth Gordon: I recommend we not vote on any changes today, but rather continue the discussion at a later meeting and eventually take a vote on potential changes. Nevertheless it was important for the committee to hear the recommendations of the ambassadors. | 4.a. |
| 5.a. Next Meetings | 5.a. Elizabeth Gordon suggested meeting again prior to the Feb 18 AUC-CC - Tues 2/9?  b. Other meetings in spring: Thurs 3/11, Tues 4/6, Tues 5/4 | 5.a. Liz will send a poll to ascertain if suggested meeting dates work and to suggest dates for a separate meeting to finalize guidance documents. |
| 6.a. Adjournment | 6a. Elizabeth Gordon adjourned today’s meeting at 5:04pm |  |