

Minutes of the Council for the Administration of General and Liberal Studies (CAGLS)

October 29, 1999

(At the Association of General and Liberal Studies annual meeting, Richmond, Virginia)

CAGLS President Bob Levy, Indiana State University, called the meeting to order. Those attending were:

Bill Badley, Middle Tennessee State University
Kimberley Bouchard, SUNY Potsdam
Stephen Bowen, Michigan Tech
Peggy Cowan, Maryville College
Beverly Dolinsky, Endicott College
Gail Evans, San Jose State University
Robert Frankle, University of Memphis
John Gottcent, University of Southern Indiana
Dale Haskell, Southeast Missouri State University
John Hinni, Southeast Missouri State University
Fred Hinson, Western Carolina University
Charles Holt, Great Basin College
Marianne Hopper, St. Edward's University
Bill Jenkins, Youngstown State University
Bob Levy, Indiana State
B. Thomas Lowe, Ball State university
Cindy Margolin, San Jose State university
Robert Mauldin, Shawnee State University
Peter Mehl, University of Central Arkansas
Tom Miles, Central Michigan University
John Nichols, St. Joseph's College
David Sigsbee, University of Memphis
Annette Sisson, Belmont University
Jane Stephens, University of South Carolina-Spartanburg
Vicky Weiss, Oglethorpe University
Tom Zelman, College of St. Scholastica

Levy welcomed all and introduced Fred Janzow, Executive Director of CAGLS and Sue Ludwig, his Administrative Assistant.

Executive Director's Report:

Minutes from the January 30, 1999 meeting were approved (Jenkins/Hinson).

Janzow distributed a packet containing informational items: listing of officers and executive board members, current membership list of CAGLS, and bylaws. He reported a balance of \$1,553.18 in the checking account.

Institutional membership was discussed. Membership is based on payment of dues. The Executive Director will invoice members. There was some discussion about what happens when a member leaves their current institution and it was decided to continue sending information to that individual's name and institution.

Organizational projects:

Janzow distributed a survey on general education curriculum developed by Jerry Gaff . Janzow described the survey and requested everyone to return the completed survey. Gaff has reserved a time slot at the AAC&U Network for Academic Renewal meeting in San Antonio, February 24-27,2000 to review results of this survey.

Margolin asked about general education program descriptions. It was decided that an on-line program description form would be available at the CAGLS website.

Transferability/Transportability: Discussion occurred regarding transfer issues with general education and students moving from school to school. It was decided for form a working group to get a handle on setting up and establishing goals and designing sessions the AGLS meetings in Chicago, Fall, 2000. Those volunteering to work on this included Margolin, chairperson; Janzow, Sigsbee, Gottcent, and Holt.

Listserv: Janzow explained the system of moderating a listserv and indicated he would post a "question of the month."

Sigsbee questioned getting 2-year institutional representation. Gottcent suggested making a concerted effort to invite 2 year institutions in neighboring states to attend meetings (invite region by region).

Changes in Bylaws:

The following changes in the by-laws were enacted (in bold-face type):

Article II, Section 8. Quorum at Members' Meetings. A quorum at members' meetings shall consist of 10% of the total membership **but no fewer than 10 members**. [Moved and seconded by Hinson and Lowe. Approved.]

Article III, Section 3. Election of Board of Directors. Election shall be conducted by mail ballot, **electronic means, or at the annual meeting**. [Moved and seconded by Stephens and Sigsbee. Approved.]

Article III, Section 4. Executive Committee. The Executive Committee shall be composed of the President, the immediate Past President, the President-elect, and the Executive Director **who shall be a voting ex-officio member**. [Moved and seconded by Stephens and Lowe. Approved.]

Article III, Section 2. Number of Directors Members. The number of Board of Directors shall be no fewer than 12 and no more than 15. Each Director shall hold office until he/she resigns, is removed, or until his/her successor has been elected. **The Executive Director shall serve as a voting ex-officio member of the Board of Directors. The President of the Association for General and Liberal Studies (AGLS) or her/his designate shall be invited to serve as a liaison with the CAGLS Board of Directors**. [Moved and seconded by Margolin and Jenkins. Approved.]

Elections:

The following Board members rotated off: Barbara Frankle, William Hanna, John Nichols, David Sigsbee, and Vicky Weiss.

The following were nominated: John Nichols, David Sigsbee, Vicky Weiss, Rob Mauldin, Charles Holt, and Steven Bowen. Those nominated accepted their nominations. With five slots available and six individuals being nominated, Nichols withdrew, thus the remaining five were accepted for three-year terms (until 10/02).

Vicky Weiss and Bill Badley were nominated for President-Elect. Weiss indicated that she would be unable to serve in the position. Badley accepted.

Levy turned the meeting over to President elect for 2000, Jane Stephens. Stephens stated she is looking forward to her term of office.

Meeting adjourned.