1. Review of minutes of 2/1/08 - accepted (1 abstention) with typos corrected (Higginbotham, Wolf)

2. Announcements, Reports and Correspondence
   a. Senate Executive Committee – Bill 07/08 – 6 was introduced at Senate on 2/5/08
   b. Curriculum Committee – all LAC materials sent to CC have been approved
   c. Academic Affairs – will meet next week
   d. First Year Program Committee - no report
   e. Implementation Team – will meet next week; David, Richard and Chuck plan to attend
   f. Other – 2 information literacy workshops were presented by Dr. Megan Oakleaf this past week, under the auspices of the Information Literacy ICE group. One session focused on information literacy activities in major-designated classes, and the other on assessment of information literacy skills. A number of librarians and a few teaching faculty attended. It was thought that as we get closer to doing assessments, this kind of program might be repeated. Also, future sessions might include a basic session, and a more advanced session for faculty already adept at information literacy assignments.

Old Business

3. LAC Policies – Bill 07/08 – 6 was introduced to Senate with little discussion

4. Course Approvals
   • Resubmitted course proposals
     o CSC 220 – approved (Jones-Bamman; Higginbotham)
     o AST 226 – approved (Higginbotham; Wolf)
     o ECO 105 – approved for Tier I Social Sciences (originally submitted for Historical Perspectives, but resubmitted for Social Sciences); (Jones-Bamman; Belles)

Now that the committee has gone through the approval process for many Tier I and Tier II courses, some common problems in course submissions can be identified. Chuck will draft an information sheet regarding future LAC course proposals, identifying some of these areas, as a tool to assist faculty in seamlessly moving their proposals through the LAC and CC. One of the points will be to encourage submissions of 300 level courses in the LAC, as there do not appear to be enough to meet potential student need at this time.

5. LAC implementation
   • HPE 104 Spring 08 – email report from Nanette:
     o HPE 104 enrolled 471 students in 24 sections; 4 sections overloaded and 5 sections under-enrolled; only 33 seats left empty (M, T, Th nights and Sat. mornings), indicating appropriate number of seats were offered
     o HPE 101 (for GER) – 132 students; all 5 sections were overloaded (need more seats)
     o Winter session 2008 – HPE 101 had 2 sections with 31 students; no HPE 104 offered
     o Summer 2008 – HPE 101 and HPE 103 (for GER) will have 75 seats in 3 sections; HPE 104 will have 100 seats in 4 sections
   • Articulation decisions for CC courses – one topic of discussion was whether courses articulated to the GER need to be re-examined by the LAPC for articulation to LAC courses. Our primary sources of CC transfer students, Quinebaug and Three Rivers, are aware of the objectives for LAC courses and are presumably moving their courses toward alignment. The general feeling was that there can be considerable flexibility in accepting Tier I courses, but that there would be more concern about Tier II courses. The committee would be interested in seeing any course mapping of CC courses and how they convert to ECSU LAC credits. Future assessment of the LAC should
include assessing how transfer students are doing regarding LAC objectives; course articulation could be adjusted at that point.

- Fall 2008 course planning – David is researching a method to predict course needs for next year, based on information from Maggie and Amy Coffey, and using the number of freshman expected next year and courses currently offered. Maggie’s general analysis was that there are probably too many historical perspectives and social sciences courses being offered, and not enough literature & thought courses. Carol mentioned that the University already has a product called Ad-Astra that is supposed to assist with predicting course and seat needs based on students profiles in Banner, but that it has apparently not been used yet. We should check with the new CIO, Joseph Tolisano, on the status of this tool. Another issue is that department chairs are still learning what needs to be offered in the LAC – following past practice that was set up to address the needs of the GER will not necessarily work for the LAC, which has different requirements. Carol mentioned that in the past Associate Deans and advising staff would meet regularly during registration to suggest tweaking course offerings if needed – perhaps this practice should be re-instated.

New Business

6. LAC requirements for AA degree – Carol supplied us with a proposal, which will be discussed at the next meeting.

7. New Course Approvals – tabled (ANT 201, ANT 222, ANT, 237, BIO 305)

8. HIS 230/231 – Ann said that the history dept. has decided these courses, currently in Tier I, would be better offered in Tier II, with appropriate modifications. The procedure for this is for the courses to be re-submitted as Tier II courses and go through the usual approvals; upon departmental request, the courses can also be removed from Tier I by a vote of the LAPC.

9. Other new business - none

Adjourned 10:40 a.m. (Wolf; Jones-Bamman).

Minutes respectfully submitted,

Sandy Brooks, 2/8/08
Approved 2/29/08

Next meeting: Friday 2/22/08, 9-10:45 a.m. in Webb Hall 258(cancelled due to snow)