Members Present: Chuck Booth, Ann Higginbotham, Carol Williams, Bob Wolf, Sandy Brooks, David Belles, Richard Jones-Bamman, Delar Singh, Gail Gelburd

1. Review of minutes of 2/8/08 - accepted with 1 abstention; (Higginbotham, Jones-Bamman)

2. Announcements, Reports and Correspondence
   - Chuck announced the Liberal Arts Career Fair that will take place on campus next week.
   - At the last Senate meeting, Ann was voted in take the empty Social Sciences seat on the LAPC, and Gail Gelburd was voted in to return as the LAPC rep to Senate.
   a. Senate Executive Committee – The Senate is working on revising the by-laws. There is language that prohibits more than 2 people from one department serving on certain committees. Chuck will look at devising language that will allow this for the LAPC, since various reps from other committees sometimes overlap LAPC departmental representation, without negative effects.
   b. Curriculum Committee – All materials sent to CC have been processed.
   c. Academic Affairs – no report
   d. First Year Program Committee - 22 clusters are ready for the fall, with 550 seats. More clusters are needed, to serve 875 students. The committee is looking at the FLCs assigned to team-teaching (such as in the clusters) to see if they are appropriate to the work involved. A sub-committee is looking at assessing the LAP 130 courses. They will particularly consider student learning in the 3 credit vs. 4 credit models to see which is most effective. Another sub-committee is analyzing the FYR course as part of the clusters, to see if any modifications need to be made before fall.
   e. Implementation Team – will meet next week

Old Business

3. Technological Literacy requirement – this group will meet next week to discuss remediation options for students identified by the test as needing this assistance.

4. LAC requirements for AA degree – the School of CE submitted a written proposal to address which LAC requirements should be included in the AA degree for a well-rounded ECSU experience. The proposal was approved with 1 abstention (Higginbotham; Jones-Bamman). Because this proposal outlines graduation requirements, it was thought the proposal should be forwarded to the Academic Affairs Committee for approval as well; David will bring the proposal to that committee.

5. Resubmitted Course Approvals
   o GEO 228 – approved (Singh; Wolf)
   o GEO 331 – approved (Singh; Wolf)
   o GEO 332 – approved (Jones-Bamman; Wolf)

6. Other old business
   - In light of a recent email from Advising Center staff requesting again that Banner codes for LAC tiers / categories be added to the LAC website, this topic was reconsidered. The consensus was that the Committee still does not wish to encourage the use of these codes to refer to important tier and category concepts that structure the curriculum.
   - David presented a detailed analysis of the seats available and filled in LAC courses for the past 2 semesters. It is very difficult to analyze this data because GER students are also in the mix. However, it appears there will be some significant shortfalls in seats available in certain categories unless some kind of intervention is employed. Of particular concern are Tier 2 Cultural Perspectives, and Tier 1 and Tier 2 Natural Sciences.

New Business:
7. New Course Approvals
   o BIO 305 – approved (Singh; Jones-Bamman)
   o ART 213 – tabled for revisions (Singh; Gelburd)
   o THE 277 – tabled for revisions (Singh; Gelburd)

8. Priority for double-counting major courses in the LAC – It was thought that if Banner assigns the first 2 appropriate LAC courses taken as double-counted for the major, this could be dis-advantageous to many students. In general, it may make more sense for Tier II courses to count toward the major. Another possibility is for the double-counting to be manually assigned during the graduation audit. Ann will send a specific example of this problem as it relates to the History Dept. to Richard, who will bring up this topic at the next Implementation Team meeting.

9. LAC Health and Wellness requirement - Some faculty, particularly in the sciences, are concerned that students will have trouble getting all the courses required in their freshman year while also getting needed major courses. Writing and math courses are mandated by state law to be within the first 24 credits so these can not be modified. The LAQ is considered important to have early in the curriculum; this leaves some to wonder if the Health & Wellness requirement within the first 30 credits could be flexible. Chuck will ask the HPE Dept. what the ramifications would be to the department if the required time to take this course was extended beyond 30 credits.

10. LAPC Forums
    Chuck has talked to Joel Rosiene about facilitating a forum on Applied Information Technology course proposal and development. The LAPC would like to discuss the requirements of Tier III courses further amongst themselves, then also offer a forum on Tier III course proposal and development. Both of these sessions should be scheduled this spring.

11. Other new business – a tentative meeting was set up for 3/7/08 from 3-5 pm in Web Hall 258 to focus on course submissions awaiting action from the Committee.

Adjourned 10:50 a.m. (Jones-Bamman; Higginbotham).

Minutes respectfully submitted,
Sandy Brooks, 2/29/08
Approved 3/7/08

Next meeting: Friday 3/7/08, 9-10:45 a.m. in Webb Hall 258