**Liberal Arts Program Committee**  
**Meeting Minutes**

**February 3rd, 2015**

**Present:** Theresa Bouley, Carolyn Coates, Julia DeLapp, Sukeshini Grandhi, Margaret Letterman, Meredith Metcalf, and David Pellegrini  
**Guests:** Cara Bergstrom-Lynch

1. LAPC Minutes from January 20th, 2015 were approved.

2. **GEO 338 / PSC 338**  
   a. The LAPC noted the proposal to **Change the Course Title** and **Change the Course Number** for GEO 338 / PSC 338 in the Tier II LAC (Cultural Perspective). The LAPC requires the LAC objectives and the assessment of these objectives/outcomes be indicated on the course syllabus. Therefore, the LAPC recommends incorporating these into the syllabus.

3. **HSC 215 / HPE 215**  
   a. **HSC 215 Proposal Was Not Approved** by the LAPC as a Tier I LAC (Natural Science). The LAPC Committee requires the course syllabus to align with the LAC objectives and the assessment of these objectives/outcomes must be indicated on the course syllabus. Additionally, it is unclear as to the rank of each outcome required in the LAC Category and how the students will achieve each required outcome which is included in the Course Submission Application necessary for approval.
   b. **HPE 215 Course Substitution:** it is unclear how this course meets the outcomes required of the Tier without the originally documents submitted to the LAC for HSC 215. Additionally, it is unclear how the students will be assessed given the absence of the LAPC Course Submission Application. Therefore, a course substitution is not approved at this time.

4. **BIO 301/302**  
   a. **BIO 302 Course Substitution:** The LAPC requires the LAC objectives and the assessment of these objectives/outcomes to be indicated on the course syllabus. Upon incorporation of objectives and assessments, the **BIO 302 Proposal Was Approved for Substitution of BIO 301** as a Tier II LAC (Natural Science) and will be submitted to the Curriculum Committee.

5. **BIO 304/314**  
   a. **BIO 314 Course Substitution:** The LAPC requires the LAC objectives and the assessment of these objectives/outcomes to be indicated on the course syllabus. Upon incorporation of objectives and assessments, the **BIO 314 Proposal Was Approved for Substitution of BIO 304** as a Tier II LAC (Natural Science) and will be submitted to the Curriculum Committee.

6. The LAPC acknowledges the removal of the WI designation of THE 375 (Tier II Cultural Perspectives). THE 375 will remain within the LAC.

7. **APRC Review of LAC Program Report**
a. The LAPC discussed alterations of rubrics in order to address and assess the outcomes of the LAC in 2013. However, the APRC was not aware of these modifications which had been approved by administration in 2013.
b. The APRC revised checklist was submitted to the LAPC in November of 2014, well after the draft of the Report. Therefore, the structure of the report will not be altered.
c. As suggested by the APRC, the Liberal Arts Work (included in the Appendix) will be incorporated into the Report.
d. As suggested by the APRC, self-scores will be removed from the Report.

8. Meeting Adjourned – next meeting will be February 17th, 2015 (Room: TBA). Remaining meetings for the semester will be March 3rd, March 31st, and April 14th.