Liberal Arts Program Committee  September 9th, 2015
Meeting Minutes

Present: Tao Chen, Julia DeLapp (Secretary), Sukeshini Grandhi (Co-Chair), Margaret Letterman (Coordinator), Meredith Metcalf (Co-Chair), and David Vrooman.
Guests: none

1. LAPC Minutes from August 26th, 2015 were approved.

2. Dr. Pachis will be invited to a future meeting to discuss vision after LAC Review Process.

3. Update on New Faculty Orientation (presentation on LAC) (Suki)
   a. Committee approved a one-page handout about the LAC to be handed out during new faculty orientation session on advising. In future years, handout will be given out at the August faculty orientation session.
   b. A new handout will be developed with the header “Do you teach an LAC course?” to be sent to the entire faculty.

4. LAC/LAPC Website: Suki and Tao will evaluate the website and provide feedback to Cheryl.

5. Definitions of “Re-Use” and “Substitution”
   a. Definition of Re-Use (i.e., double-dip): Courses that fulfill a requirement in both the major and the LAC (a maximum of two are allowed for each major).
   b. Definition of Substitution: within specific areas of study, a course may be considered an alternative or replacement for a course within the LAC if it does not compromise the integrity of the course outcomes and has been approved by the LAPC (i.e., course X, course Y, and course Z may be used as an alternative for course A). Two substitutions, maximum 7 credits, are allowed for each major.

6. Foreign Language Requirement Discussed

7. Issues to Address
   a. Need for schedule of courses to include when the course is offered such that enrollment is increased.
   b. Courses on current LAC list need to be evaluated - existing or not existing.

8. Meeting Adjourned – next meeting will be September 23rd, 2015 (Webb Hall, Faculty/Staff Lounge, 3rd Floor).