Liberal Arts Program Committee
Meeting Minutes

Present: Theresa Bouley, Kin Chan, Carolyn Coates, Julia DeLapp, Sukeshini Grandhi, Margaret Letterman, and Meredith Metcalf
Guests: none

1. LAPC Minutes from October 10th, 2014 were approved.

2. Clarification of Policies
   a. Student provides waiver and syllabus to Academic Advising. If not accepted, the student may appeal this decision by providing the waiver and syllabus to the LAPC. The LAPC will seek guidance from the specific department in which the course is substituting.
   b. A faculty member must request courses for re-use (“double dip”) policy. LAPC determines whether it is appropriate and the LAPC notifies the registrar.

3. Student Waiver for Tier II Cultural Perspective
   a. Following the protocol, the student must provide waiver and syllabus to Academic Advising.

4. PSC 208 (discussed via email)
   a. PSC 208 Proposal to Change Course Title Was Approved by the LAPC. However, the LAPC Committee strongly recommends incorporating the objectives/outcomes for the LAC and assessment of these objectives/outcomes in addition to the “Model of Assessment” in the course syllabus.

5. PSC 240/328 (discussed via email)
   a. PSC 240 Proposal to Add the Course to the LAC Was Not Approved by the LAPC as a Tier II LAC (Cultural Perspective). Given the recent review of the LAC, the LAPC suggests that the objectives/outcomes for the Tier II LAC and assessment of these objectives/outcomes are clearly stated in the course syllabus. Additionally, the rubric indicates that there will be presentations conducted to demonstrate effectively communicating ideas orally and visually and the ability to apply ethical problems; however, this is not evident in review of the course syllabus. Assessment of effectively communicating ideas must be incorporated.

6. ENG 130 (discussed via email)
   a. ENG 130 Proposal Was Not Approved by the LAPC as a substitution for Tier I LAC (Literature and Thought) for the Liberal Studies major. Given the recent review of the LAC, the LAPC requires that the objectives/outcomes for the Tier I LAC and assessment of these objectives/outcomes are clearly stated in the course syllabus.

7. ENG 344 (discussed via email)
   a. ENG 344 Proposal Was Not Approved by the LAPC as a Tier II LAC (Cultural Perspective). The LAPC Committee requires the course syllabus to align with the LAC objectives and the assessment of these objectives/outcomes must be indicated. Additionally, the rubric must provide rational for “N/A” in effectively communicating ideas visually.
8. **PSC 220 (discussed via email)**
   a. **PSC 220 Proposal Was Not Approved** by the LAPC as a Tier I LAC (Literature and Thought). Given the recent review of the LAC, the LAPC requires the objectives/outcomes for the Tier I LAC and assessment of these objectives/outcomes are clearly stated in the course syllabus.

9. **Eastern’s Scholar Program Acknowledged**

10. **Honors Program Tier I Requests Tabled**
    a. LAPC concerned for this request given Tier I Math and Science.

11. **ARA 219, ATA 216, ANT 201, and ANT 222** were tabled and will be evaluated by email.

12. **Discussions on LAC Program Review**

13. **Meeting Adjourned** – next meeting is scheduled for November 21st, 2014 at 2:30 pm (Room: TBA).