Meeting of the LAW Committee  
Thursday 22 April 2010  
3:30 p.m. Webb Hall 258

Minutes

Present: Nancy DeCrescenzo, Kathleen Fabian, Lisa Rowe Fraustino (recorder), Rhona Free, Nicole Krassas, Shelly Gimenez, Anita Lee, Fred Loxom, Nancy Salter

Minutes
Approval of Minutes from 8 April

Revised Committee Plan
We reviewed and updated the Draft Plan for the LAW Committee.

Chair Report to Senate
Fred shared a draft. Nicole suggested adding language distinguishing paid jobs from internships as appropriate pre-professional experience. Fred indicated that he had spoken about paid vs. unpaid internships to the Executive Committee of the Senate and was told that decisions about this issue are beyond our committee’s purview. A note will be sent to Rhona to clarify these issues related to legal/ethical concerns. Once the policies are clearly defined, we can deal with them as relevant to LAW requirements.

Shelly suggested that LAP 430 in Tier 3 of the LAC for BGS majors be considered as a pilot course in the fall under clause 2.2.

Notation System
Kathleen indicated that the LAW attribute can be added to the degree evaluation system. As we move forward we will have to determine what kind of notation should appear on the transcript for public view. Should the notation appear like co-ops, individually entered? Or should there be a general notation for students who achieve the requirement through coursework?

The back of the transcript will need a definition of what LAW is, one or two sentences for the outside audience and how to read or interpret whatever coding appears on front. Lisa will extract a definition from the Senate Bill for the next meeting. Nancy D. will send her some language from comparable programs to assist.

Paid and Unpaid Internships
It was suggested that we need to determine whether the parameters are consistent across the university regarding policies for paid vs. unpaid internships. Rhona pointed out that legal compliance will dictate policy. She believes the LAW Committee is going to have to contribute to understanding of these issues.

Evaluating Research or Creative Activity
We discussed the latest revision of the forms. It was agreed that departments may submit a global form based on a clearly defined pathway for internships and independent studies even if the specific projects differ.

We discussed the possibilities for numbering of courses and internships to be designated as LAW courses separately from similar activities that do not satisfy LAW.

It was agreed that we need to post useful guidelines and models to assist departments in thinking about how they might approach LAW and frame their proposals. Nancy D. has templates of contracts and reflection tools we can look at as we create forms and models to guide departments.

We will schedule workshops in the fall to assist people as they consider their options and complete the forms.

We will create a web site (this should be added to the Draft Plan).

We agreed that the forms should be flexible. We should work with IT to create an efficient template that will be expandable. We can also offer the option of submitting a narrative proposal that covers all of the material. Our instructions must be clear and detailed. We will work closely with the pilots to create exemplar models.

**Candidate Pilots**
The Political Science Department has been confirmed.
The Communication Department still needs to be confirmed. Anita will ask HPE to consider piloting.

Will the English Department be willing to do a pilot for LAW, perhaps focusing on the Senior Seminar? Nancy and Lisa weren’t sure whether all of the sections would qualify; some might, some might not. Rhona suggested that Chris Torockio and Dan Donaghy be approached to pilot the forms because they received a grant for LAW funds this summer for creative activity with students. Lisa has been doing a creative project with students this semester and was asked to “try out” the forms for the next meeting. She will try.