Members present:  L. Lancor (chair), T. Bennett, J. DaPonte, J. Fields, D. Weiss, J. Rauschenbach, R. Kustin
Ex-Officio members present:  K. Laing, M. Shea, W. Yu

Agenda item 1:  Call to Order
- Meeting convened at 3:38 PM. Chair L. Lancor had previously distributed an agenda.
- L. Lancor welcomed Kim Laing to the meeting. Kim will serve as LEPC ex-officio member from the Registrar’s Office.

Agenda item 2:
- Director’s Update
  No report.

- Chairperson’s Update
  i. Tier 1 – WC proposal: 4 credits?
     The Arts and Sciences School Curriculum Committee has expressed concerns about the Written Communication proposal in which the required Tier 1 course would be made 4 credits instead of 3 credits. M. Shea noted that this is in part due to a reduction in the composition requirement from 9 credits (ENG 110, 111, 112) to 7 credits (INQ 101, ENG 112). The LEPC will ask N. Henderson for more clarification about this issue.

  ii. Visit to Nursing Department (Tuesday, Nov. 16th at 3pm)
     M. Shea will attend with L. Lancor.

  iii. LEPC Minutes required for UCF packet in Spring 2011
     M. Hartog, Chair of UCF, has requested that starting in Spring 2011, the LEPC minutes be included with the UCF packet that is distributed every other Tuesday. Thus, LEPC minutes from the previous Wednesday will have to be circulated and amended via email. No final action was taken on this item.

  iv. Concerns from Athletic Department
     Recruiters want to know what to tell potential athletes about the courses that they will take. A second concern is that one athletic director worked with some departments to offer early-morning courses, and that they could make these arrangements by talking with just one department. They have concerns that now they will have to arrange this with many departments. K. Laing mentioned that athletes are preregistered into learning communities that fit into their athletic schedule. L. Lancor will respond to these concerns.

Agenda item 3
- The committee voted to approve the minutes of 10/20/2010 as corrected.
Agenda item 4: Old Business

- The committee decided that the language “double dipping” is misleading and broke this issue into four categories:
  i. Hidden prerequisites for major courses.
     - The LEP committee urges departments to make prerequisites for courses as transparent as possible.
  ii. Major programs that require specific LEP courses for their major.
     - The LEP committee encourages departments to keep the LEP requirements as broad as possible for their majors, but agrees that departments can restrict the list of courses that satisfy a particular LEP category, as is currently done under the AUR system.
  iii. Counting an LEP course as a course in a major program.
     - K. Laing noted that the Department of Higher Education requires that general education courses be a minimum of 33% of a student’s program, separate from the major program.
     - A department may feel that there is no reason to offer LEP courses unless its majors can take the course as part of the major program. The LEP committee urges departments to consider their role in serving students outside of their major and to consider LEP courses as a means to attract students into the major.
  iv. Counting an LEP course as a cognate requirement in a major program.
     - No action taken.

Agenda item 5: New Business

- LEPC By-Laws
  J. Fields created a draft document containing LEPC by-laws. This draft was based on NPIC by-laws, the Faculty Senate resolution about the structure of LEPC, and the LEP document. Some amendments were made to the draft. D. Weiss will incorporate the LEPC guidelines that were created by UCF and passed by the Senate into the document. The revised document will be reviewed at the next meeting.

Agenda item 6: Adjournment

- The meeting adjourned at 5:15.

Respectfully submitted by T. Bennett. These minutes have been approved.