Minutes
Liberal Education Program Committee Meeting
Wednesday, October 5, 2011
3:25 – 4:45pm, Math Conference Room – EN D122


Announcements, etc.
Deb Weiss asked for volunteers for the Advisement Workshop to take place during community hour on 10/28.

John DaPonte inquired after the possibility of getting someone to identify equivalency courses for UConn, perhaps during winter session. Polly Beals will investigate funding.

Signature Sheet
Deb asked that we move briefly to new business to consider the Liberal Education Program Course Proposal Signature Sheet for Existing Courses That Require No Revision. Liz Keenan wondered under what circumstances such courses would exist. It was suggested that there could be instances in which an existing course could meet Tier 2 course requirements, perhaps with minor adjustments that would not warrant using a Revised Course Proposal form.

The form was approved unanimously.

Continuing discussion of Affinity Groups/Coordinators/Consultants for Tier 2 Areas of Knowledge
Deb directed the committee’s attention to her summary of where the committee stood regarding affinity groups, coordinators, etc. She wondered at the previous suggestion that the affinity groups should decide for themselves the issue of allowing membership of part-time faculty on the affinity groups. She suggested that the issue should be more appropriately decided by the LEPC.
Jim Tait suggested membership should be limited to faculty who either teach or who are interested in teaching in the program. Joe Fields urged that the criteria for membership be as inclusive as possible.

After more discussion, the LEPC agreed upon the following language:

- Affinity groups should be open to any interested faculty members.

After Deb reiterated a number of items that the committee had agreed upon last meeting, discussion turned to unresolved questions regarding consultants. Questions and issues raised included the following:

- Should consultants be selected or should they self-select?
- How many are needed/wanted?
- Do consultants have to have had a course approved or proposed?
- Is it enough to say that they have proposed a course (given that proposal does not guarantee passage).
- Polly suggested that expertise could be acquired in ways other than having had a course approved or proposed and that expertise is essentially what is desired.

After further discussion, the committee agreed upon the following:

- Consultants for the Tier 2 Areas of Knowledge should self-select, should have expertise in T2 Areas of Knowledge and should be familiar with the LEP course approval process.

The committee then took up the working motion Deb had distributed by email. The rest of the meeting was spent discussing and crafting language from the working motion. The results so far:

- The LEPC moves that Affinity Groups (AG) for the Tier 2 Areas of Knowledge (Area) be created. In accordance with the LEP document (p. 12), the goal of the AGs is to ensure continuous assessment and improvement of the Tier 2 Areas. The AGs shall convene regularly in order to collect and analyze data for the purpose of determining at least one annual action item that would strengthen student success.

Deb asked that the committee send her further suggestions.
Before we convened, 2 other issues were raised regarding the working motion:

Whether or not to call these groups *affinity groups* given that there is no such designation contained in the LEP document. The suggestion was made that they might be called Area Steering Committees.

John expressed concern regarding the working motion’s possible circumvention of a department chairperson by suggesting that the Area Coordinator alone assists in handling transfer student issues.

Meeting adjourned at approximately 4:45.
We all left because it was a really nice day outside.