Meeting Minutes

Present: Deb Weiss (chair), Polly Beals, Wendy Hardenberg (recording), Elliott Horch, Joe Fields, Debbie Carroll, Elsie Okobi, Dave Petroski, Wes O’Brien, Jim Tait, Liz Keenan

- Meeting was called to order at 3:07 p.m.
- Minutes of 1/30/13 were approved unanimously
- Committee and Ad Hoc reports
  - Report from LEP director
    - On agenda with Chairs’ Council to talk about urgency of Tier 3 offerings
    - Short meeting today with Political Science in which the question came up about inclusion of introductory courses in Tier 2 (although the LEP states that Tier 2 courses must go beyond introductory level). Members of the LEPC discussed the fact that many courses have not yet transitioned and that UWIC does look for Tier 2 courses to go beyond that level. Also, some AUR courses have been revised to meet Tier 2 requirements although the number and title may have stayed the same.
  - Report from WAC
    - Suggestion was made to Interim Provost to have MFA students work as assistants to faculty teaching W courses; response was positive
      1. May reallocate summer director money from GA position by changing some due dates
      2. Need to work out how this will work practically
      3. Need to think about how many positions would be optimal
      4. Maybe give preference to people doing LEP Ws or first time Ws
    - Great response to WAC newsletter
- Old Business
  - Continuation of discussion re Natural World: relevant issues
    - Same Key Elements for Natural World I & II
    - Alignment of TAP learning outcomes with Key Elements
    - Recent approval of a number of 4 credit courses – does the number of total credits required in the LEP need to be changed in order to accommodate this?
After discussion, it was decided that none of the above issues require immediate action. It was stated that the Key Elements were deliberately designed to be the same for NW I & 2 and they are relevant to both Areas. Course learning outcomes (not Key Elements per se) should be aligned with TAP. Finally, the addition of 4 credit science courses does not need to be an issue as long as students are still able to obtain 3 credit science courses and have a choice.

- Natural World Affinity Group has voted that all NW courses must have at least 24 hours of laboratory or field experience. The group would like UWIC to use this criterion to approve courses in the future. This proposal should come here first (maybe invite coordinator?). Discussion arose as to the role of the affinity groups. Deb will send out information about what was decided regarding the responsibility of the groups.

**New Business**

- **Meeting time for fall 2013 semester** – a decision was made to stay with the Wed. schedule for the fall since teaching schedules are already set. At the next meeting we will decide whether or not to change the meeting time from 3:00-4:50 to 3:25-4:50.
- **Meeting time for spring 2014 semester** – decision to be made at the next meeting whether or not to change the committee meeting time to the typical UCF standing committee time of every second Thursday from 9:35-11:50. Whatever time is decided should appear on the election ballot this spring.
- **Tier 3 course parameters (clarification)**
  - Committee members affirmed that Tier 3 courses do not need to include Key Elements. This information will be presented to UWIC and will be sent to faculty.
- **LEP Assessment**
  - This is a major issue that needs to be addressed
  - Must have a cohesive approach
  - TAP has learning outcomes that need to be met and assessed
  - We need a plan and a guideline of where to start, plus a time table
  - We could look to PRAC as a model for rotation
  - Could also combine it with the PRAC review process (add an LEP component to every department’s assessment)
  - Polly volunteered to write up a page of outlines on what we can do and what’s needed
  - How do we evaluate the LEP in order to improve it?

**Meeting adjourned at 4:49 p.m.**