Liberal Education Program Committee  
Thursday, Feb. 2, 2017—ASC 308  
Meeting Minutes

Present: Cindy Simoneau (chair), Mary Pat Lamberti, Wendy Hardenberg (recording), Helen Marx, Resha Cardone, Jim Tait, Polly Beals.

GUESTS: Erin Heidkamp, Director Office of International Education; Julia Irwin, University Honors Thesis Committee Chair

1. **Call to Order:** 9:41 a.m.

2. **Announcements**
   a. None

3. **Old Business**
   A. Continued edits of LEPC document
      a. To be addressed next time

4. **New Business**
   A. Study Abroad Tier 2 course waiver (Guest: Erin Heidkamp)
      a. **Proposed Motion:** All students who study abroad for the span of a semester or year shall have the opportunity to waive two of their successfully completed courses for Tier 2 requirements. Students, however, may not waive departmental degree requirements, unless authorized by the department, nor may they waive both of the Natural World science requirements.
         i. Motion made by Cindy, seconded by Helen
      b. About 130-140 students study abroad through faculty-led programs, about 75 more do semester- or year-long programs
      c. Good tool to support students who need to justify study abroad through satisfaction of requirements
      d. Students may still make direct course substitutions based on equivalency, but they also would get the blanket waiver of two Tier 2 courses
      e. Erin could handle the waiver workflow, rather than having another item for the LEP director to do.
      f. Approved 4-2-2

   B. Honors thesis Tier 3 course substitution (Guest: Julia Irwin)
      a. Julia, as chair, trains students and faculty to go through Honors thesis process, and teaches HON 350 Honors Thesis how-to course
      b. **Proposed Motion:** Students who complete an Honors thesis, and are not members of the Honors College, may substitute HON 495 for their Tier 3 capstone requirement. This substitution cannot override a departmental requirement unless the department is willing to approve the substitution.
i. Motion made by Cindy, seconded by Helen

c. Number of students varies from year to year, probably an average of 35-40 per year

d. Julia would be comfortable with a Tier 3 check box on the Honors Thesis paperwork and signing off

e. Motion approved 7-0-1

C. Change of wording to LEP document allowing students to take sign language instead of WLL
    a. To be addressed at future meeting

4. Adjournment: 10:54 a.m.