Liberal Education Program Committee  
Thursday, November 2, 2017---ASC 308  
Minutes  

Present: Joan Kreiger, Kim Bean, Jeff Webb, Wendy Hardenberg (recording), Mike Shea (co-chair), Terri Bennett, Cindy Simoneau, David Pettigrew, Helen Marx (co-chair), Barbara Cook, Nicole Henderson

1. Call to Order: 9:47 a.m.

2. ANNOUNCEMENTS
   a. LEPC motion tabled at UCF. Review Robert’s Rules regarding how this is handled within UCF.
      i. Tabled motion is at taken up at the UCF level.
   b. Terri and Karen are meeting with Craig Hlavac today about scheduling of LEP courses in Arts & Sciences
      i. Need for sections for late-coming transfer students
      ii. Concern about appropriateness of certain classes for freshmen
      iii. Concern that we are routinely underestimating our need for courses/sections
      iv. LEPC believes the LEP Director should be involved in the discussion.
          LEPC chairs will discuss with LEP director and with Deans to confirm the ways departments and the LEP/LEPC is included in the discussion of LEP Tier course/section offerings.

3. OLD BUSINESS
   1. Terri – Update on ENG 119/120
      a. Now included in Degree Works
      b. Will gather info on similar courses at the Community Colleges so we can see if they would transfer in as our ENG 119/120
   2. Volunteers to read through current document for copyediting and to identify areas of inconsistency with subsequent motions that have been passed in UCF regarding LEP.
      a. Barbara, Joan, and Kim volunteered
      b. Will discuss at December 7th meeting
   3. Discussion of CT as pre-req: Options discussed last week below, action needed:
      a. Review on-going concerns about CT as a pre-req for Tier 2 courses:
         ii. Presented feedback from BIO department - concerned pre-req will keep students from moving on in Tier 2 courses needed for major
iii. Discussion of issues for transfer students – acknowledged that currently students are advised to take CT if they need it, but sometimes they don’t follow advise and there is no system to ensure they take the requirement in a timely manner.

iv. Suggestion made that LEPC should discuss the CT waiver currently in place for transfer students in a future meeting to see if it needs to be clarified.

b. Motion: All Tier 1 courses and 6 of the 8 Tier 2 courses must be completed before completing the Tier 3 capstone.
   
   Discussion:
   
   i. We still need to address the need to change LEP document (and reconciling those with the catalog) related to the LEP Tiers and pre/co requisite. LEPS chairs we add this to agenda for subsequent meetings.

   ii. Approved 7-0-0

4. Adjournment: 10:54 a.m.