Liberal Education Program Committee  
Thursday, September 20, 2018—ASC 308  
Meeting Minutes

Present: Barbara Cook (co-chair), Heidi Lockwood, Nicole Henderson, Terri Bennett, Joan Kreiger, Brooke Mercaldi, Robert Page, Jim Aselta, Helen Marx, Mike Shea (co-chair), Wendy Hardenberg (recording), Karen Cummings

1. CALL TO ORDER: 9:42 a.m.
2. ANNOUNCEMENTS
3. SGA representative Brooke Mercaldi (also Devra Baxter)
4. Heidi Lockwood is meeting with WLL and other departments about a proposal to create a fully online path through the LEP
5. LEP DIRECTOR UPDATE
   Terri: Meeting scheduled at Norwalk in October about LAS degree
   Karen: Deans need guidance on how to manage scheduling: do we want to restrict how big a course can get? (and other questions)—to discuss more fully next meeting
6. BUSINESS
   a. Old Business
      i. Major restrictions
         1. Reviewed and revised survey; attached with agenda
      ii. Determine plan for informing the Provost: Mike and Barbara will work together on this task
      iii. Timeline:
         1. Work on the draft of the survey at the next LEPC meeting on 9/20/18
         2. The purpose is fact finding to make an informed decision of how to address major restrictions in the LEP (edits on shared document)
         3. Note that Q2 (what restrictions are in the program) is an educational question, not fact-finding
         4. Survey edits approved unanimously; preamble will be added
         5. Mike, Heidi, and Joan will show the survey draft to their chairs to get feedback
         6. Complete survey by 10/4 meeting
         7. Deliver to chairs by Monday 10/9

7. ADJOURNMENT: 10:52 a.m.
4. **Standards and Assessment Review Committee** (StAR) shall:

   a. Define and apply UCF assessment standards and procedures in support of departments undergoing academic program assessment.

   b. Evaluate program review reports prepared by departments, meet with department representative(s) and present findings in reports to the UCF.

   c. Report to the UCF membership on the progress of the assessment process.

   d. Periodically review and revise as needed, the standards for department program review.

   e. Provide assistance to departments and individuals in conducting program reviews.

   f. Educate faculty through open meetings.