Liberal Education Program Committee  
Thursday, November 1, 2018—Ballroom  
Meeting Minutes  
FALL 2018 meeting dates: Nov 15, Dec 6

Present: Terri Bennett, Nicole Henderson, Heidi Lockwood, Jim Aselta, Barbara Cook (Co-Chair), Helen Marx, and Joan Kreiger

1. CALL TO ORDER: 9:40
2. ANNOUNCEMENTS: The Curricular Task Force on Social Justice and Human Diversity is discussing ways that the LEP might support curriculum and pedagogy related to Social Justice and Human Diversity. As the committee awaits to learn the specific recommendations from the Task Force, they would like to suggest that the group consider implementation simultaneous to concept development to avoid potential challenges with future implementation.
3. LEP DIRECTOR UPDATE
   a. Terri Bennett:
      i. The LAS agreements with Norwalk Community College and Naugatuck Valley Community College are moving forward and are in the final approval and signature stage with each respective college.
      ii. The next community colleges to consider for LAS agreements will be Tunxis Community College and Middlesex Community College. A meeting has been arranged following Thanksgiving with Tunxis.
      iii. Website: Terri and Karen have made changes to the LEP website and will provide a brief presentation at either our next November or December meeting for the purpose of receiving feedback.
      iv. Prior Learning Assessments (PLAs) to give LEP credit: Terri is investigating PLAs as an option for meeting some of the LEP requirements for some students. Example sources and potential policy that would need to be considered include;
         1. ACE network has models to review
         2. Some assessment options: AP credit, DSST exams through Academic Success Center, CLEP, may look at Excelsior College and the series of exams they offer in different content areas
         3. Portfolio options: Typically used as a waiver, with no credit
            a. Adult students could put forward products to evidence a Tier area
            b. Requires development of rubrics and identified people trained in the use of the rubrics do the evaluation
            c. Student typically must take a class to develop the portfolio
            d. Examples can be found at Boise State and the University of Kentucky
         4. Policy would need to be specific regarding the amount of credit that a student would be able to accrue through this option.
         5. Committee Discussion: possibly start with a focus on students who are Veterans
v. Terri shared that Karen Cummings is developing an assessment report for Terri to bring to FIRC [Framework Implementation and Review Committee (Framework 30), the General Education portion of TAP].

4. BUSINESS
   a. Old Business—
      i. Major restrictions survey
         1. The committee will be reviewing the data at the November 15th meeting.
      ii. Managing the scheduling of the LEP courses
         1. Discussion of how to resolve the issue of “bigger courses getting bigger” and “smaller courses getting smaller” continues. The goal is to ensure variable course offerings to students in all of the Areas of Knowledge in the Tiers. Deans are requesting guidance on how to manage scheduling. For example, do we want to restrict how many seats can exist in a course?
         2. Karen will provide us data from the following sources to assist in determining a solution:
            a. Banner data to determine percentages of seats offered in various courses/departments in different Areas of Knowledge (all Tiers)
            b. Merge DFW data with seat data
         3. Some possible suggestions include; limits on percentage of seats offered by department, limits on percentage of seats offered by section, limits on percentage of seats offered by course
        4. Clarification provided to committee members regarding the role of the Director of Assessment and Planning as it relates to scheduling: The document states: “Work with the Deans to assure that a sufficient number of varied course offering are available in the LEP”
   b. New Business—
      i. A review of the LEPC Charter and Technological Fluency and Critical Thinking coordinators was shared with the committee. The charter states:
         1. Critical Thinking and Technological Fluency, because they are competencies and therefore involve competency demonstrations, should be more tightly coordinated than Tier 2 courses. It is recommended that a coordinator for Critical Thinking be located in the Philosophy Department and that a coordinator for the Technological Fluency competency be located in the Computer Science Department. A steering committee for each of the two areas should be formed with a representative from each department that teaches in that competency. The duties associated with coordination might include *Communicating with other departments that teach the competency *Organizing the competency steering committee that will • Create a competency course template • Organize course development workshops • Serve in an advisory capacity to UCF in the course approval process • Develop a competency demonstration • Evaluate competency
demonstration data. It is recommended that each coordinator receive appropriate reassigned time.

2. The questions before the LEPC include:
   a. Reassigned time for these positions?
      i. What is currently happening with compensation?
   b. Does TF coordinator need to be from CSC?
   c. Does CT coordinator need to be from PHI?

3. Discussion is ongoing with the following shared:
   a. Given reassigned time developed for LEP directors, would the duties of these 2 positions be met by these directors?
      i. Possibly guide coordination or pairing of Tech Fluency and Critical Thinking courses with INQ courses?
      ii. Or ways to link/pair with learning communities that are occurring based on majors, departments, or programs?
   b. What is the operating status of the Critical Thinking and Technological Fluency steering committees?
   c. We need to establish the current status of these two positions and possible compensation.

5. ADJOURNMENT: 10:50am

Minutes respectfully submitted by Barbara Cook