I. Call to order

Called to order at 9:36 am. A quorum (50% + 1) was reached at 9:36 am

II. Announcements

a. UCF and Standing Committee meeting dates for Spring 2017 are posted on the UCF website
b. Student’s Art Exhibit opening in Buley Library tonight
c. DRC proctoring exams (over 100 students) – the office needs 48 hours-notice to properly prepare examinations

III. Approval of UCF minutes of November 17, 2016

Minutes approved

IV. Standing Committee Reports

A. NMC – Notifications Management Committee

1. Motion to approve New Course Proposals
   CSC 229 – Object-Oriented Programming
   CSC 235 – Web and Database Development
   CSC 265 – Computer Networking and Security I

2. Motion to approve Revised Course Proposals
   ACC 210 – Managerial Accounting for Non-managerial majors
   ACC 320 – Cost Accounting
   ANT 224 – Children, Language and Socialization
   ANT 224 – Language, Self and Society
   CSC 152 – Computer Programming I
   CSC 152 – CSI: Programming Fundamentals
CSC 207 – Computer Systems
CSC 212 – Data Structures CSC 212 - CS2: Data Structures
CSC 321 – Algorithm Design and Analysis
CSC 330 – Software Design and Development
CSC 334 – Human-Computer Interaction
CSC 335 – Database Management Systems Design CSC 335 – Database Systems
CSC 341 – Digital Imaging
CSC 425 – Operating Systems
CSC 431 – Computer Graphics
CSC 443 – Fundamentals of Internet Programming CSC 443 – Internet Programming
CSC 453 – Information Security
CSC 463 – Development of Distributed and E-Commerce
CSC 476 – Fundamentals of Data Warehousing
CSC 477 – Fundamentals of Data Mining CSC 477 – Data Mining
CSC 481 – Artificial Intelligence
CSC 465 – Communications and Networks CSC 465 – Computer Networking and Security II

3. Motion to approve Revised Program Proposals
   BA Art History
   BS Biology_CONC 7-12 Secondary Ed
   BS Business Administration_CONC Accounting
   BS CSC_CONC Information Systems
   BS CSC_CONC Computer Science (General)
   BS Physics 7-12

Motions - all unanimously approved

Minutes of December 1, 2016 and electronic minutes of December 7, 2016 were received

B. LEPC – LEP Committee
   • Resha Cardone has been working with the committee to devise language for adding Sign Language to the LEP Document as fulfilling Multilingual Communication
   • Cindy Simoneau will meet with Terri Bennett on Monday about a “punch list” of transfer issues
   • LEPC will create list of actual changes that would be consider for the LEP Document.
LEP Document Edits
1. Insert mini tables of contents for various Tiers
2. Consider revising Information Literacy in light of Framework for Information Literacy for Higher Education
3. Interpersonal Effectiveness
   • Remove “twenty-first century” and “has become” to streamline
4. Oral Communication
   • Remove “twenty-first century” and extra “to”
   • Need to look at TAP on this as well
5. Written communication
   • Remove “contemporary society”
6. Creative Drive
   • Add a hyphen to “problem-solving”
7. Cultural Expressions
   • Remove erroneous apostrophe
8. Global Awareness
   • Change “between” to “among”
9. Natural World
   • Change “reasonable scientific protocols” to “accepted”
10. Social Structure, Conflict, and Consensus
    • Add comma after “function” in first key element
11. Intellectual Foundations
    • Perhaps change format of this section and provide more context
    • Add purpose statement, and maybe key elements
12. Aesthetic Sensitivity
    • Add comma between “music” and “literature” in first line
    • Change discussion point 2 to say just “examining works of art”
    • Add “s” on the end of “experience” to discussion point 6
    • Change discussion point 7 to say “on various scales”
13. Ethical Judgment
    • Add Oxford comma in discussion point 2 after articulate

Minutes of December 1, 2016 were received

C. UWIC – University Wide Impact Committee

Motion to allow programs to have an exemption from the 9-credit restriction on graduate courses applied to undergraduate degrees. Exemptions would be based on the needs of a particular program, with clear justification of why this is necessary for the program, and would require UCF approval during the program proposal or revision process.

Motion approved unanimously
Revised New Program Proposal form and directions were in the UCF packet. Members are asked to review the form for approval at the next UCF meeting. Please send comments to chairs before then.

**Announcement** that the committee has tabled the discussion of further LEP reductions/differentiation of the BA and BS LEP requirements for this current year, based on feedback from department chairs (very mixed reception) and need to wait to see impact of current change in LEP 6/7 revision.

Minutes of December 1, 2016 were received

**D. PRAC – Program Review and Assessment Committee**

Motion for continuing approval of Philosophy Department. The Department responded to committee questions and outlined five objectives to be included in the rubric for assessment.

**Motion approved unanimously**

The PRAC Calendar for 2018-2025 was completed and will be posted on the UCF website.

Motion to revise PRAC By-Laws:

1. Responsibility B was modified to include “program” and “program directors” in addition to departments.
2. Responsibility F was added: “Work with the LEP Co-Director for Assessment and Planning to assist in the design and implementation of LEP assessment.”

**Motion approved unanimously**

Minutes of December 1, 2016 were received

**E. WACC – Writing Across the Curriculum Committee**

**Motion to Approve:**

SWK 321 Human Behavior and Social Environment II

**Motion approved unanimously**

Meeting Discussion:
The committee (and Writing Director) had an in depth discussion of the WAC proposal that is currently under development. Will continue to review and work with Writing Center Director on final proposal.

Minutes of December 1, 2016 were received

F. Ad Hoc Transfer Committee
1. Reviewed a range of transcripts from students bringing in 60+ credits to test out draft policy language for Appendix A in the LEP Charter: Transfer Students. Identified a few concerns to follow up on at our next meeting.
2. Began review of a request from Respiratory Therapy and RN to BSN programs re: LEP requirements. Identified the specific information needed to make a decision. Will invite the coordinators of those programs to our next meeting to present that information and field questions.

Minutes of December 1, 2016 were received

V. TAP Faculty Implementation Review Committee
The most current versions of the Pathways can be found at:
http://www.ct.edu/initiatives/tap#pathways. Advantage to the current website versus posting on SCSU website is the timeliness of any updates.
- approved by TAP FIRC - Exercise Science – UCF approval at next meeting pending recommendation from SCSU EXS
- upcoming to TAP FIRC – Early Childhood Teacher Credential (ECTC), and Theatre/Arts

VI. Special Topics Courses
PCH 498 – Public Health Practice
ENG 198 – Critical Reading and Writing for College Readiness

UCF Chair has logged these courses

VII. Old Business
Elizabeth Kalbfleisch – Director of Writing Center and WAC – update and continuation of discussion on university writing program.

A. University Writing Program Revision (see power point)
B. Revise current “W” program rather than writing in the discipline proposal
C. Five areas to address
   1. Heavy bureaucracy
   2. Policing “w” courses
   3. What is certified – class or teacher
4. Current focus on behaviors and not skills
5. Currently a mixed program of both academic and discipline specific writing

D. Solutions
1. Tiered W classes with an emphasis of not piling up at the end of the program and developing writing skills.

Plan is to bring full writing program proposal to UCF by spring break

Discussion/Questions/Concerns:
1. What will happen to W courses that tier 2 and 3 within programs and how would assessment happen?
2. Concern about academic freedom and flexibility depending on make-up of class (can vary dramatically from semester to semester).
3. With Designation of W 1, 2, or 3 – would approval be granted at a specific level?
4. Would it create another round of waivers for transfer students? What would that look like?
5. Need to have “W” courses flexible because students may not want to take the particular section because it is a “W” course.
6. Emphasis on establishing a clear sequence and not piling all “W”s at the end of the program.
7. Embed W courses within LEP – so a W 1 would be in Tier 2.
8. W requirements waived for Honors College –this will continue in new design
9. Three tiers is too complicated; perhaps consider just two tiers
10. Concern about need to address more spontaneous writing opportunities. Academic writing allows for revisions, etc. There is still a need to help students be able to write spontaneously.
11. Concern about restructuring of “W” program – in some programs of study it is working so focus needs to be on who is teaching the courses rather than restructuring the program.

Continued discussion in January

VIII. New Business

None

IX. Adjournment

The meeting was adjourned at 10:50 am.

Respectfully Submitted:

Cheryl Resha
Notiﬁcations Management Committee  
December 15, 2016  
MINUTES

Present: Meredith Sinclair (Co-Chair); Braxton Carrigan (Co-Chair); MaryJo Archambault, Cathy Berei, Jeremy Chandler, David Chevan, Michael Fisher, Rich Glinka, Marty Hartog, Md Shafaeat Hossain, Jen Ruggiero, Ebonee Brown, Jessica Powell  
Absent: Russell Engel, Steven Hoffler, Sang Yoon, Sophia Myers (UCF secretary)

Call to Order: 8:30am

New Course Proposals

BIO 470 – Methods of Biology Teaching
Motion to approve: (J. Ruggiero, 2nd M. Fisher)
Vote: 11-0-0

EDU 331 – Positive Guidance and Culturally Responsive Pedagogy
EDU 352 – Early Childhood Integrated Curriculum and Assessment
EDU 416 – Leadership, Policy, and Professionalism in ECE
EDU 456 – Early Childhood Practicum and Seminar
Motion to approve: (B. Carrigan, 2nd M. Archambault)
Vote: 12-0-0

REC 312 – Therapeutic Play
Motion to approve: (J. Ruggiero, J. Powell)
Vote: 11-0-0

REC 365 – Event Planning & Production
REC 366 – Hospitality Service Management
REC 367 – Human Resource Management in THEM
REC 368 – Risk Management in Tourism Hospitality and Event Management
Motion to approve pending clarification: (J. Ruggiero, 2nd M. Fisher)
Vote: 12-0-0

SMT 295 – Evolution of Fantasy Sports & Sports Gaming
SMT 354 – Sport Communication & Promotion
SMT 454 – International Sport Management & Governance
SMT 456 – Sport Finance
Motion to approve: (J. Ruggiero, 2nd J. Chandler)
Vote: 12-0-0

SMT 465 – Sport Analytics
Motion to approve: (J. Ruggiero, 2nd R. Glinka)
Vote: 11-0-0
Revised Course Proposals
PHI 490 – Philosophy Seminar
   Motion to approve: (M. Fisher, 2nd J. Ruggiero)
   Vote: 11-0-0

REC 202 – Methods & Materials → REC 202 – Methods & Materials: Birth to Five
   Motion to approve: (J. Ruggiero, 2nd J. Powell)
   Vote: 11-0-0

REC 396 – Student Activities in Colleges and Universities → REC 396 – Student Activities and Leadership Development in Higher Education
   Motion to approve: (J. Ruggiero, 2nd J. Powell)
   Vote: 12-0-0

SMT 356 – Sport and Tourism Marketing and Sales → REC 356 – Sport Marketing
   Motion to approve: (J. Ruggiero, 2nd M. Hartog)
   Vote: 12-0-0

SMT 455 – Organization & Administration of Sport Management → SMT 388 – Organization & Administration of Sport Management

Revised Program Proposals
BS Business_CONC_Accounting
BS Business_CONC_Management/MIS
BS Business_CONC_Marketing
BS Business_CONC_ECO/FIN
   Motion to approve: (J. Ruggiero, 2nd M. Fisher)
   Vote: 11-0-0

BA Biology
BS Biology
   Motion to approve: (J. Ruggiero, M. Archambault)
   Vote: 10-0-1

BA IDS_CONC_Early Childhood Curriculum and Pedagogy
   Motion to approve: (B. Carrigan, 2nd M. Archambault)
   Vote: 12-0-0

BA IDS_CONC_Child, Family and Community Studies
   Motion to approve: (M. Archambault, 2nd M. Fisher)
   Vote: 11-0-0

BS Recreation and Leisure Studies_CONC_Child Life Specialist
   Motion to approve: J. Ruggiero, 2nd J. Powell)
   Vote: 11-0-0
BS Sport Management
   Motion to approve: (J. Ruggiero, 2nd J. Chandler)
   Vote: 12-0-0

BS REC_CONC_Tourism, Hospitality & Event Management THEM
   Motion to approve pending clarification: (J. Ruggiero, 2nd M. Fisher)
   Vote: 12-0-0

I. Adjournment

** Classified as LEP courses
Notifications Management Committee  
January 19, 2016  
MINUTES

Present: Meredith Sinclair (Co-Chair), Braxton Carrigan (Co-Chair), MaryJo Archambault, Cathy Berei, Jeremy Chandler, David Chevan, Russell Engel, Michael Fisher, Rich Glinka, Marty Hartog, Jen Ruggiero, Ebonee Brown, Jessica Powell  
Absent: Steven Hoffler, Md Shafaeat Hossain, Sophia Myers, Sang Yoon, (UCF secretary)  
Call to Order: 9:35am

New Course Proposals
ANT 305 – Archaeology Field School  
Motion to approve pending clarification: (J. Ruggiero, 2nd M. Fisher)  
Vote: 9-0-0

HIS 259 – Digital New Haven  
Motion to approve: (J. Ruggiero, 2nd B. Carrigan)  
Vote: 11-0-0

MKT 396 – Marketing Case Study  
Motion to approve pending clarification: (J. Ruggiero, 2nd R. Engel)  
Vote: 11-0-0

MKT 397 – Current Topics in Marketing  
Motion to approve: (J. Ruggiero, 2nd R. Engel)  
Vote: 11-0-0

Revised Course Proposals
MKT 440 – E-Marketing  
MKT 341 – Digital Marketing  
Motion to approve pending clarification: (R. Engel, 2nd B. Carrigan)  
Vote: 11-0-0

PHI 301 - History of Jewish Thought  
PHI 302 - History of Christian Thought  
PHI 303 - History of Islamic Thought  
PHI 309 - Women and Religion  
PHI 310 - Women and Philosophy  
PHI 315 - Aesthetics  
PHI 320 - Thinking, Language and Culture  
PHI 321 - Philosophy of Science  
PHI 324 - Computer Ethics  
PHI 325 - Bio-Ethics of the Life Sciences  
PHI 327 - Moral Problems in the Law  
PHI 331 - Media - The Ontology of Communication  
PHI 351 - Philosophy of Language  
PHI 355 - Philosophy of Religion  
PHI 375 - Philosophies of Social and Political Change
Motion to approve: (M. Hartog, 2\textsuperscript{nd} M. Sinclair)
Vote: 9-0-2

PSC 301 – Governments of Russia II \textrightarrow PSC 301 – Russian Politics and Government
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 304 – Politics of Japan and Asian-Pacific Rimlands \textrightarrow PSC 304 – Japan and Other Developed Countries in Asia
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 306 – Politics of Asian Communist and Postcommunist States \textrightarrow PSC 306 – China and Other Developing Countries in Asia
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 312 – Media, Polls, and American Politics \textrightarrow PSC 312 – Media and American Politics
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 318 – African Politics and Culture in the 21\textsuperscript{st} Century \textrightarrow PSC 318 – African Politics and Governments
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 329 – Political Participation
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 350 – Public Administration \textrightarrow PSC 350 – Public Leadership
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} B. Carrigan)
Vote: 11-0-0

PSC 351 – Analysis of Public Policy \textrightarrow PSC 351 – Public Policy Analysis
Motion to approve: (J. Ruggiero, 2\textsuperscript{nd} M. Archambault)
Vote: 11-0-0

\textbf{Revised Program Proposals}

BS Business Administration\_CONC\_Marketing
Motion to approve: (M. Archambault, 2\textsuperscript{nd} J. Ruggiero)
Vote: 11-0-0

BS REC\_CONC\_Tourism, Hospitality & Event Management(THEM)
Motion to approve: (M. Archambault, 2\textsuperscript{nd} J. Ruggiero)
Vote: 11-0-0
Expedited Proposal for MCMC

History
- 367
- 409
- 410
- 438
Motion to approve: (J. Ruggiero, 2nd M. Archambault)
Vote: 11-0-0

Departmental MINOR

Biology
Motion to approve: (J. Ruggiero, 2nd M. Fisher)
Vote: 11-0-0

II. Adjournment

** Classified as LEP courses
New Course Proposals
ANT 305 - Archaeology Field School (tabled: awaiting response)
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

ART 201 - Visual Art and the Studio Experience (Tier 2 CD)
   Motion to Table: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

SED 205 - Intermediate American Sign Language I (T1-MC)
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

Revised Program Proposals
BS ART_CONC_Painting-Drawing
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

BS Exercise Science_CONC_PE K-12
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

BS Exercise Sciences_CONC_Human Performance
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

BS Chemistry_CONC_Biochemistry
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

BS Chemistry_CONC_Biochemistry (374 to 370)
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

Revised Course Proposals
ART 150 - Drawing I: Materials and Techniques
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0

ART 151 - Drawing II: Materials and Techniques
   Motion to approve: (M. Sinclair, 2nd B. Carrigan)
   Vote: 11-0-0
ART 220 Painting Media and Techniques
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

ART 250 - Drawing III: Figure Drawing
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

ART 320 - Form and Structure in Painting
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

ART 321 - Water Based Media in Painting
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

ART 420 - Advanced Painting
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

ED 100 - Fingerspelling & Instructional Sign Language for Exceptional Children I
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

SED 101 - Fingerspelling & Instructional Sign Language for Exceptional Children II
Motion to approve: (M. Sinclair, 2nd B. Carrigan)
Vote: 11-0-0

I. Adjournment

** Classified as LEP courses
WACC 1/19/17

Present: Claire Novosad (chair), Sophia Wojiski, Matt Miller, Gregory McVerry, Elena Schmitt
Guest: Elizabeth Kalbfleisch

We welcomed our new member Gregory McVerry, C&L
Sanja Grubacic, ECO/FIN was also recently elected, but is on sabbatical this semester.

We discussed the upcoming WAC proposal:

Liz proposed looking more thoroughly at the current writing program, by looking at the syllabi of the current writing classes that are being offered using a rubric that Greg is designing. We will gather the original proposals from Sophia. We will collect data in a systematic manner, and then move forward with creating a new WAC proposal based on our analyses. We also discussed the idea of looking in Banner to see if students who have graduated took their W classes in their major or elsewhere, and at what point they took those courses.

We will examine the proposal process for submissions for writing intensive courses this semester, and determine if changes can be made to improve the process and the form for Fall 2017. We discussed the issue of instructor certification versus class certification. For new courses, we would like to see an option on the form to have the class be either instructor certified or the class certified. For older courses, we are proposing that departments make this decision.

The committee (minus Greg, who had to leave early) discussed 2 proposals:

COM 225 Interpersonal Communication (Parzyck) We voted to approve the proposal 4:0:0
PHI 375 Philosophies of Social and Political Change (Cavallero) We voted to approve the proposal 4:0:0

Respectfully submitted to the UCF,
Claire Novosad
Committee did not meet
Ad Hoc Assessment Committee Minutes
January 19, 2017

Present: Rebecca Silady (chair), Costel Calin, Karen Cummings, Jesse Gleason, Charlie Dillinger-Pate, Tricia Lin, Anthony Richardson, and Jeff Webb

Absent: Marybeth Fede, and Yan Liu,

Meeting began at 9:40am

New Business
1. Vote for committee chair
   a. Rebecca Silady was nominated by Tricia Lin and seconded by Jeff Webb
   b. 8 in favor, 0 opposed
2. Karen Cummings discussed her ideas for LEP assessment
   a. Plans to assess current implementations via a faculty survey
   b. Would like to assess learning outcomes in individual LEP courses with each faculty member collecting data from their course once every 3 semesters, with data analysis taking place immediately after data collection to facilitate swift implementation of course improvement based on data
   c. Will provide an annual report to LEPC
3. Discussion of types of assessment
   a. Not all assessment needs to be based on rubrics
   b. Well written multiple choice questions or short answer questions with clear expected correct answers can provide valuable data
   c. Questions embedded in final exams are also valid means of assessment
4. Discussion of best practices regarding data collection
   a. For a given course if multiple sections are taught by different instructors and questions linked to LEP Key Elements are embedded in the final for purposes of assessment, the same questions should be used by all instructors, thus allowing for comparisons across sections.

Meeting adjourned 10:50am
Liberal Education Program Committee

January 19, 2017
9:35-10:50 a.m.
Meeting Minutes

Present: Cindy Simoneau (chair), Wendy Hardenberg (recording), Mike Shea, Mary Pat Lamberti, Polly Beals, Resha Cardone, David Pettigrew, Helen Marx. Guests: Terri Bennett and Karen Cummings

Call to Order: 9:40 a.m.

Announcements:
- Chairs Council meeting today
- Welcome back to David Pettigrew

Old Business
- The provost has been invited to meet with LEPC on the topic of the LEP.
- Transfer Task Force (UCF ad hoc group) working on a lot of issues on language in the appendix A of the LEP Document
- PRAC ad hoc assessment group is also working on LEP assessment issues with Karen Cummings and LEP Affinity groups
- Possible revisiting of Allocation of resources list from last year

New Business
- Terri Bennett’s Report
  - Official title is Director of LEP Advisement and Policy
  - Karen Cummings’s title is Director of LEP Planning & Assessment
  - Both will be moving into former IDS space on first floor of Engleman by the end of this semester
  - Worked closely with Academic Advisement bringing in new transfer students over winter break, a lot of issues
    - The main issue is not exactly the LEP, but the process of bringing students in that doesn’t allow enough time to give students a proper degree evaluation
    - Terri plans to contact President Joe about transfer issues and his comments about the LEP
  - Question about LEP Tier 3: can a departmental honors thesis satisfy this requirement?
    - A student wrote a beautiful report on how she met the Tier 3 requirements and received the waiver from Terri
    - Could HON 494 be a Tier 3 course, or would it have to be on a case-by-case basis?
    - Perhaps we could add a line on Honors Thesis proposal just as there is asking the student if they are planning to seek a W waiver. The addition would ask if they are planning to seek a Tier 23
waiver? And then have the student explain how this research meets the Tier 3 criteria.

- Terri will send us what the student in question wrote so we can consider reverse-engineering some sort of rubric for the thesis form
- Cindy will seek information about how many students outside the Honors College do theses

- NMC is dealing with the issue of adding American Sign Language as an option for Multilingual Communication. If approved this will require changing portion of LEP document for WLL
- Discussion about allowing any student who studies abroad to waive Global Awareness?
  - Or even going further and allowing them to apply credits earned abroad to ANY Tier 2 category? (but only if they spend the entire semester abroad and not for short-term courses)
  - Cindy will seek information about numbers of students studying abroad, and bring issue to Steering Committee.

- Discussion about previous suggestion (last year) to offer a pilot project with two classes on argumentative essays in the first semester instead of INQ?
  - Liz Kalbfleisch, writing director, is working on a new model for the writing program. And Nicole Henderson, INQ director, is discussing freshman writing options with English Department.

- Karen Cummings’s Report
  - Would like to discuss LEP assessment in great depth with LEPC in the near future because an assessment plan does not actually exist in the document.
  - Karen has put together a draft assessment plan
    - She will send it to committee to be discussed it with her at a future meeting.

Adjournment: 10:53 a.m.
Ad Hoc Transfer Committee Meeting
Minutes 1-19-17

Present: Liz Keenan, Carol Stewart, Vern Williams, Wes O’Brien, Lisa Lancor, Heidi Lockwood, Barbara Cook; Terri Bennett (ex officio)
Absent: Trish Regan
Guest Joan Krieger, Respiratory Therapy Program

1. Joan Krieger, Respiratory Therapy Program, provided information regarding the program in response to the proposal submitted by Joan and Lisa Rebeschi, NUR to waive Tier 1 and Tier 2 courses for RSP and RN to BSN students. Identified some questions regarding RSP degree requirements. Liz will meet with Joan to review the degree requirements. Wes O’Brien will forward the committee the pathway analysis he did with NCC as additional information for review. Will review that information at next meeting.

2. Engaged in discussion regarding possibilities for how transfer credits are applied to LEP requirements for LEP Appendix A revisions. Terri Bennett provided updates regarding recent experiences bringing in new transfer students for Spring, 2017.