

I. Call to order
   The meeting was called to order at 9:38 am. A quorum (50% + 1) was reached at 9:38am.

II. Announcements
   Social Justice Month was announced.

III. Approval of UCF minutes
   The minutes of 10/12/2017 were approved.

IV. Standing Committee Reports

   A. NMC – Notifications Management Committee

      New courses:
      ART 375 – Clinical Field Experience
      MAT 125 – Applied Business Mathematics **T1 QR
      CMD 205 – Fundamentals of Social Communication and Cognition
      Motion approved unanimously

      Revised courses:
      MAT 100P – Introductory and Intermediate Algebra
      MAT 124 – Quantitative Mathematics
      MAT 139 – Short Course in Calculus for Social Sciences
      NUR 343 – Integrated Pathophysiology and Pharmacology I
      NUR 353 – Integrated Pathophysiology and Pharmacology II
      NUR 354 – Mental Health Nursing
NUR 442 – Community Health Nursing  
EGR 151 – Engineering Concepts  
PHY 230 – Physics for Scientists and Engineers I  
PHY 231 – Physics for Scientists and Engineers II  
LIT 300 – Literature of the Hebrew Bible  
**Motion approved unanimously**  

**Revised Program Proposals**  
BS Business Administration_CONC_  
ECO&FIN BS Business Administration_CONC_  
ACC BS Business Administration_CONC_  
MKT BS Business Administration_CONC_  
Management BS Business Administration_CONC_  
International Business BS Business Administration_CONC_MIS  
BS Art Education  
**Motion approved unanimously**  

**Expedited Proposal Minor Changes**  
WLL & English #1 WLL & English #2  
**Motion approved unanimously**  

Minutes were received.  

**B. WACC – Writing Across the Curriculum Committee**  
Minutes were received.  

**C. UWIC – University Wide Impact Committee**  
Motion from standing committee:  *The total required free elective credits will be at least 12 for BS degrees and at least 27 for BA degrees, unless an exemption has been or is deemed to be necessary by the UCF and the appropriate UCF subcommittee.*  
**Motion approved unanimously**  

Minutes were received.  

**D. Ad Hoc Assessment Committee**  
Minutes were received.  

**E. LEPC – Liberal Education Program Committee**  
Motion from standing committee: The LEP Charter will be revised as follows with the non-bolded text representing the current language and the bolded text representing the suggested addition:
In order to focus effectively on providing students with fundamental academic Competencies, Tier 1 courses are generally capped at 20 students. Each Tier 1 course must also address at least one of the Competencies listed under the right-hand column as an embedded competency. An embedded competency is one that is addressed within a course without being the primary focus of the course. Tier 1 courses should also be given a context and should incorporate at least one Area of Knowledge and Experience and at least one Discussion of Values. To ensure uniformity and rigor, in this tier Written Communication, Quantitative Reasoning, and Multilingual Communication will be taught by the English, Mathematics, and World Languages and Literatures Departments respectively. Exceptions shall be made only through approval by these respective departments’ regular curricular approval process.

Helen Marx, Co-Chair of the LEPC explained the rationale for the motion.

Leon Brin, Chairperson of Math Department (guest) expressed that the he would like to have time for his department to discuss the proposed motion since it affects that department directly.

A motion was made and seconded to table the motion.

Motion approved unanimously

Minutes were received.

F. Special Topics Course - Art 398, The Photographic Travel Journal, Chandler logged

V. TAP Faculty Implementation Review Committee

The most current versions of the Pathways may be found at: http://www.ct.edu/initiatives/tap#pathways.

No new business

VI. Updates from LEP co-directors

Terri Bennett - faculty advisors should inform students about catalog year options, the changes have to be made through the chairs of the departments.

Karen Cummings - LEP planning and assessment:
Update on assessment:
Tier 1: initial Math data, first multi-section data available. Developing and using a developmental rubric to use with freshman to measure achievements at the end of the
LEP process. There is an emphasis on protecting faculty anonymity. Discuss faculty privacy/safety when collecting data and what should be the ‘bar’ for these courses? What should be the policy regarding uniformity that could be applied to the myriad of courses being taught in the LEP?

VII. **Unfinished Business** – none

VIII. **New Business**

Ilene Crawford (UCF Member and Associate Vice President for Academic Affairs):

Ilene gave out draft handouts explaining the current process for new program approval (attached to minutes). She gave an update on SCSU provisional status with Dept. of Education. In order to be removed from provisional status, certain criteria must be attained; we are working towards this. Provisional status means that new programs have to be reviewed in a lengthy process and programs can only be submitted two times per year. In 2019, we hope to get a ‘clean bill of health.’ Program review process involves state level, at the BOR Academic Council. The proposer generates a concept paper which is concerned with the uniqueness of program, budgeting, etc. The timeline is complicated by the fact that all the bodies that are needed to approve a program meet at different times. A timeline has been provided to assist with the process. Not all programs need all levels of approval, which helps to speed up the timeline.

Curriculum implementation: Consists of Registrar, Bursar, and other operational members; this is a mechanism to help with the non-academic implementation aspects of programs and minors.

IX. **Adjournment**

The meeting was adjourned at 10:35 am.

Respectfully submitted,

Claire Novosad