

**Liberal Studies Review Committee**  
**Wednesday, November 20, 2013**  
**10:00 a.m. ED 200**

**Members Present:** Kim Morin, Janell Morillo, Rajee Amarasinghe, Paul Crosbie, Bob Powell, Susan Schlievert, Susan Macy, Lindsey Fidler,

**Guests:** Jessica Choy, Barbara Birch

The meeting was called to order at 10:10 am.

**Approval of the Minutes**

Minutes for the 11/06/13 meeting were approved with one correction- adding Paul Crosbie as an attendee for the November 6 meeting.

**Approval of the Agenda**

The agenda was approved with the addition of discussion of Lee 180T on new business.

**Announcements**

- Working on date for the advisory board meeting for early December. An email has been sent to board members with tentative dates. The main agenda will be discussion of the spring conference (date not yet set). The effect of the common core standards will be addressed at the conference.

**New Business**

- LEE 180T issue: Barbara Birch, from the Linguistics department, brought up the issue of LEE 180 T being substituted for the overflow students who couldn't get into Ling 132. Barbara expressed concern that the LEE 180T wouldn't be the equivalent of Ling 132 and the substitution was an issue of quality control. The missing step in offering the class was that the Ling department did not have the opportunity to review the substituted course before it was offered.
  - Rajee suggested that the issue should be decided at the department dean or provost level and Barbara wanted to be assured that the substitution for a required course wouldn't be a regular procedure.
  - The committee agreed that their primary function was to fight for student needs and all parties involved should meet to collaborate when a class enrollment is impacted or a substitution is needed.
  - Janell said that LS is considering requiring pre requisites for the Ling 132 class which should weed out students who shouldn't be taking the class. She also suggested that departments which have a course required by the LS majors will have to plan how to meet the need of increased enrollment.
- Fall LS assessment
  - Janell said the committee has opted to move the SOAP assessment to spring for the IAS 108 and CI 100 courses.
  - There is future expected need for more teachers coming into the program to accommodate expected retirements.

- Rajee said departments need documentation of increasing enrollment to ask for additional faculty to accommodate the needs.
- Janell said she will add the updated Liberal Studies enrollment as a continuing part of the agenda.
- Bob suggested that departments be proactive in tapping the resources of adjunct retired faculty to teach those overflow classes.
- Kim requested that we send her the template for the LS concentrations and LS concentration and blended concentration summaries so she could then, in turn, send the concentration list and a blank template to the different departments.
- Janell asked Kim when the memo to send to the departments would be sent and she said she is working on it.

Meeting was adjourned at 11:00 am.