

**BSLAS COORDINATING COMMITTEE****February 18, 2019****Meeting Notes** (Approved at the March 12, 2019 meeting)

Morrison Hall 304

1:00 p.m.

Attending

Randy Prus, Chair

Tristan Eggener

Lei Qian

John Mischo

Maribeth Nottingham

Tim Sneed (via ZOOM)

Carolyn Fridley, ex officio

Susan Hodson, ex officio

Not attending

Charles Matthews

1. Call to order. The meeting was called to order at 1:05 p.m. by Randy Prus.
2. Approval of minutes. Tristan Eggener made the motion to approve the minutes from November 9, 2018, seconded by Lei Qian. The motion passed: six (6) in favor, no abstentions, none opposed. Motion carried.
3. Status on advertising the Coordinator's position. Randy Prus reported that he submitted the paperwork to Academic Affairs two weeks ago and has not received a reply. He noted that other positions have been advertised that were new positions. Carolyn Fridley's position is in the current budget, so the budget would not change. The current status of the position is not known.
4. Coordinator's advising load.
  - Randy Prus stated there is currently no database that accurately reports the number of LAS majors. The university has different databases, and none are compatible. The university is working towards implementing a new system (half way into a two year project) that is purported to be more effective (accurate) in tracking majors.
  - Carolyn Fridley distributed a report generated by Kristie Luke (Registrar) listing the LAS graduates from Fall of 2012 (the first semester the degree was conferred) to the Summer of 2018. Randy Prus noted that at one time, all undeclared majors were listed in the system as LAS majors. Carolyn Fridley notified the committee that she has requested a report from Kristie Luke that provides the ratio of LAS graduates to all graduates (all majors).
  - Carolyn Fridley reported that she currently (Spring 2019) advises 89 LAS majors.
  - Tristan Eggener said that the numbers could be helpful in advertising for the Coordinator's position.
  - Maribeth Nottingham said she believes that some students are now choosing an LAS degree.
  - Susan Hodson reported that a student she advised chose an LAS degree because it offered the possibility of taking writing courses above the freshman level because the student was considering law school.
6. Coordinator's Report (Carolyn Fridley):
  - The Capstone course (LAS 4991) has been created and launched this (Spring, 2019) semester. There are 10 students enrolled for the Spring, and an increase in enrollment is anticipated now that it is a degree requirement. (LAS students who had been previously advised were exempt from this requirement.)
  - In preparation for the launch, Carolyn Fridley attended a day-long Quality Matters training session.

- The course went through the Academic Partnerships review process that rated the course on 42 points. The course was rated “met” on 39 of the 42 points (the 3 “not met” were minor issues).
- Created a folder on the shared advising drive, and uploaded 63 currently-enrolled LAS students. AOC advisors now have access to the degree plans of the Coordinator’s current advisees.

7. Adjourn. Randy Prus notified the committee that he would be e-mailing a Doodle Poll requesting preferences for a March meeting day and time to be held the week before Spring Break (11<sup>th</sup>-15<sup>th</sup>). Maribeth Nottingham motioned to adjourn, seconded by Tim Sneed. Motion passed unanimously. Meeting adjourned at 1:33 p.m.

Respectfully submitted by Carolyn Fridley