Attendees: Dr. Nathan Henne, Dr. Blanca Anderson, Dr. Judith Hunt, Dr. Al Alcazar, Dr. Josefa Salmon.
Members Absent: Dr. Uriel Quesada and Dr. Hillary Eklund

1. List of LAS majors/minors
   a. Dr. Henne provided attendees with copies of the list of majors registered this fall (about 20 students.) Dr. Henne will obtain a list of minors in the next few days.

2. Events
   Dr. Henne explained that Francisco Goldman’s lecture was cancelled due to conflicts with the author’s availability. Additionally, Guillermo Anderson has been invited to give concert in March and Dr. Leopoldo Tablante will help coordinate the event. At this time, the search is on for venues other than Nunemaker since it would not be available to allow for musicians rehearsal.

   a. Bolivian Film festival is our only big event for fall. The event is organized by The Bolivian Studies Association in collaboration with Loyola and Tulane. Dates: October 17-19, 2012. Guests: Filmmaker Antonio Equino, Marcos Loayza, and via teleconference from Bolivia, Jorge Sanjines. All presentations will take place on the campuses of Loyola and Tulane Universities. A detailed program is available at www.bolivianstudies.org. Posters, calendar listing and publicity requests are in process.

   b. Honduras Consulate event Saturday to celebrate Independence Day. Unfortunately no one will be able to attend the event. The office sent an e-mail declining the invitation.

   c. Fr. Man Ging Lecture. Taking place on Wednesday, September 19. Posters have been placed around campus and postcards have been placed on faculty boxes of various departments. E-mails are additionally being sent to the list serve to invite students, faculty and staff. Faculty members were encouraged to promote the event.

   d. Craig Hood’s Tropical Medicine lecture on Tuesday. Dr. Hood is inviting faculty and students to lecture on “The Global Impact of Tropical Diseases in the Modern World: The Haiti Experience” by Lane Sid Rolling, MD., Director of Clinical Education, Hospital Regional Clinical San Jose, Cusco, Peru. CLACS provided flyers and assisted in promoting event.

   e. Words and Music-CLACS will make a donation of $500.

   f. Hispanic Heritage- No sponsorship of event at this time, since consulate did not send info.
g. **Food event.** Dr. Henne discussed the possibility to host a gathering to socialize with new and current LAS students and make them feel more like a cohort. Members of the committee agreed that it would be best to host the gathering off-campus in the spring 2013. Dr. Anderson offered to host the gathering at her place and she will send an e-mail at the beginning of the spring semester.

h. **Research symposium event.** Dr. Henne is organizing a research symposium on October 11 at 6:00 p.m. Students will present posters and papers. A room is being reserved at Monroe Library and lunch will be offered. Dr. Henne encouraged other members to invite other students to participate.

i. Arturo Sosa event scheduled for January 31 at 7 p.m., and spring concert with Guillermo Anderson in March will be further discussed at the next meeting.

3. **Translation and Interpretation Update**
   a. Dr. Henne told members the goal is to enroll 10 students for first cohort for fall 2013 and provided copies of updated document to attendees.

4. **LAS Class Schedule for next semester.**
   a. Dr. Henne reviewed the following courses with attendees:
      i. "Cynthia Garza can teach 2 LAS classes: One in Sociology and another class that is EITHER LAS or SPAN. We will try to get a third class for her but that will depend on enrollment and the number of class available after fulfilling the contracts of the extraordinary faculty. Nathan will check w/ Sociology to see what class will work for their rotation, hopefully Cultural Anthropology.
      
      ii. Hillary Eklund-Frontier Ecologies
      
      iii. Nathan Henne -Guatemala/Iran: Covert US Counter Revolution: through History, and Literature and Film (honors)
      
      iv. Al Alcazar- Education and Social Reform and Liberation (2 courses)
      
      v. Maurice Brungardt (Latin America II)
      
      vi. Leopoldo Tablante (FYS)
      
      vii. Frank Jordan (Tropical Ecologies)
      
      viii. Isabel Durocher (Borges)

5. **Schedule and approval process for new CC proposals**
   a. Dr. Henne reminded attendees agreed to make Oct. 1st the deadline to submit LAS courses to be taught in the fall 2013 that need to conform to the new common curriculum so they
can be reviewed by Dr. Henne. Once reviewed they can be sent to the dean for approval by Oct. 12. The courses then need to be sent to the workgroup or SCCC by Nov. 5. For spring '14 courses, the deadline to the SCCC or workgroup is Feb. 15. Attendees agreed to make the deadline Jan. 15 for spring courses.

b. Dr. Henne will send email to members of LAS committee to remind people about resubmitting their courses for approval and will include a sample of a syllabus conforming to the new criteria for faculty to work with.

6. Final Approval for documents to take to Advisory Board

   a. Attendees approved unanimously the re-revised Assessment Plan, CLACS Protocol and CLACS Strategic Plan.

   b. Hillary’s course: Frontier Ecologies- After reviewing the syllabus, the course was approved by all attendees.

7. Support for students to present at Undergrad research conferences

   a. Dr. Henne discussed the need to have a standardized procedure for students to apply for help. Attendees suggested requiring that student applies for funding within their college and provide a description of their project, prior to getting support from CLACS.

8. Budget

   a. Dr. Henne discussed the following possibilities for remaining monies with attendees:

      i. Unforeseen costs of Guillermo Anderson (spring).

      ii. Promote research projects of LAS people (professors in collaboration with students)

      iii. Spring LAS get-together (At Dr. Anderson’s place, the possibility of planning another gathering will be discussed at next meeting).

      iv. Dr. Henne reminded attendees there is funding available to attend conferences as well.

      v. Support independent study o capstone projects for students

      vi. Support Ecuador program

      vii. Monies can also be used for Translation and Interpretation program

Meeting adjourned at 2:00 p.m.