

GENERAL EDUCATION COMMITTEE MEETING

Minutes – September 19, 2007

The General Education Committee met on Wednesday, September 19, 2007, from Noon to 1 p.m. in the Provost's Conference Room.

Members Present: Jim Brink (Provost's Office, ex-officio), Dorothy Chansky (Visual and Performing Arts); Jeff Woldstad (Engineering), Gary Elbow (Honors), Tom Kimball (Human Sciences), David Lamp (Arts & Sciences), Mellinee Lesley (Education), Comfort Pratt (Education), Roger Saathoff (Mass Communications), Ben Shacklette (Architecture), David Roach (Arts & Sciences, presiding).

Members Not Present: Ernest Fish (Agricultural Sciences and Natural Resources), Frank Durso (Arts & Sciences), Miles Kimball (Arts & Sciences)

I. Review of minutes from the April 2007 meeting. Minutes were approved.

II. Announcements

- Roach stepping out of committee chairship and the committee because of his new assignment/role as chair of the College of Arts & Sciences curriculum committee (ASCAP).
- Committee votes to elect Ray Desrosiers as new GEC chair.
- Subsequent to the meeting, Ray accepts the role of chair of GEC, effective immediately. Ray is a long time member of the GEC and will do a great job of leading the committee. Ray will have the assistance of a student helper for 10 hours a week to help with the increased paperwork that will come with new GEC assessment responsibilities. The student will also arrange meetings and communicate the committee's business to the GEC members.
- The College of Engineering will appoint a direct representative from that college as a voting member on the GEC so that there is no possibility of a conflict of interest having a chair also representing a specific college.
- Ben Shacklette from Architecture will assist and intern during Ray's chairship.

III. New Business

- * Proposal that AAEC 4309 Sustaining Global Ecology And Economy be added to the list of courses satisfying the Multicultural Requirement. The committee recommends that AAEC put the full names for the readings on the syllabus. ***Committee votes to approve this proposal. Subsequent to the meeting the Provost approves this GEC recommendation.***
- * Sue Jones notes that C E 1130 Civil Engineering Seminar I is a Core course fulfilling Technology and Applied Science. C E 1130 is a one-hour course but the Core requirement is for 3 hours. Question: "Is this a mistake or does the student take this course plus others to total 3 hours? All the other courses in that category seem to be 3- or 4-hour courses, though I admit to not having looked at every single course. Perhaps you could investigate this with the engineering rep to the GEC." ***Jeff Woldstad will visit with Ray Desrosiers about this and the committee will receive feedback. Committee votes to table this issue pending further information.***

IV. Continuing Business

- A. Updated GEC LO/Assessment report sent to Gil July 9, 2007 for SACS 2nd Monitoring report (copy emailed to committee). Future reports and documentation of LO/Assessment will be required from data gathered in 5 year review cycle.
- B. Based on elimination of blanket groups of courses, materials from individual courses in VPA received for consideration.
 - Re-revised VPA courses for consideration: ART 1302, ART 1303, MUEN 3106, TH_A 2304
 - * ***GEC votes to approve MUEN 3106 and TH_A 2304 for the core curriculum list.***
 - * ***GEC feels that before approving ART 1302 and ART 1303, the syllabi for these courses need to include a detailed weekly schedule of course activities/content coverage. If VPA can provide re-revised syllabi for these courses for the entire committee, an email vote can be taken or the courses can be reviewed at the next meeting.***
 - Subsequent to the meeting, the Provost approved committee recommendations for these VPA courses.***

- VPA requests that MUTH 1303, MUTH 1304, MUTH 1103, MUTH 1104 be removed from the GEC list.
* ***GEC votes to approve that these courses be deleted from the GEC list. Subsequent to the meeting, the Provost approves this recommendation.***

- CD with all CMLL courses for this. ***Peggy will burn copies of this information disk for GEC members. Courses will be reviewed at next meeting.***

- Philosophy Syllabi package- ***GEC will review these courses at the next meeting.***

- Deadline for individual course materials from other colleges and departments was August 31, 2007 so that this can be ready for the 2008-2009 catalog. Some departments may not have done this yet.

- C. 5 Year Review Cycle starts this fall. Call for materials (in electronic form) for the first 3 categories (A. Communication, B. Mathematics, C. Natural Sciences) sent out to Deans and Associate Deans on May 8, 2007. Call included request for syllabi and LO/Assessment data template information—all to be sent to Peggy by August 30, 2007. Required template emailed with call.

Materials received from: AAEC, EM&C, Geosciences (A&S), ANSC, IE, COMS (A&S), HONS

V. Other

NOTE THE FOLLOWING PROCEDURES FOR PROPOSALS
TO THE GENERAL EDUCATION COMMITTEE:

- Proposals for changes in the Core Curriculum must come to the General Education Committee (GEC) from the office of the dean of the originating college and with an indication of the dean's approval. Proposals not bearing the approval of the dean's office will be returned to the college without action.
- *Proposals to add or delete a course from the Core must be accompanied by a current syllabus and supporting materials. Proposals must clearly demonstrate how the proposed course fits the specific Core Curriculum category description. The course syllabus must include:*
 - 1) a course description.*
 - 2) course objectives.*
 - 3) learning outcomes and assessments that are clearly tied to the specific Core Curriculum category.*
 - 4) a schedule of class meetings and topics to be covered.**Proposals not accompanied by a syllabus will be returned to the college without action. Supporting materials need to include assessment data and information on how this assessment data is being used to inform how the class is being taught.*
- To ensure that proposals are considered at a meeting of the GEC, they should arrive in the Provost's office (attention: Brink) no later than the beginning of the month during which they will come before the GEC. Proposals that do not arrive by this deadline may be considered, depending on the number of items on the agenda for the meeting. If late proposals cannot be included on the agenda for the meeting, they will be considered at the next meeting.
- Sponsorship of proposals is done by the GEC representative of the originating college. The presence of additional sponsors is neither necessary nor desirable unless specifically invited by the committee. GEC recommends that proposers consult with their college's representative on the GEC.