

GENERAL EDUCATION COMMITTEE MEETING

Minutes – December 5, 2007

The General Education Committee met on Wednesday, Dec 5, 2007, from Noon to 1 p.m. in the Administration Bldg. Provost's Conference Room.

Members Present : Jim Brink (Provost's Office, ex-officio), Dorothy Chansky (Visual and Performing Arts), Gary Elbow (Honors), Miles Kimball (Arts & Sciences, Faculty Senate), Tom Kimball (Human Sciences), Comfort Pratt (Education), Roger Saathoff (Mass Communications), Linda Krefting (Business Administration), David Lamp (Arts & Sciences), Ben Shacklette (Architecture), Ray Desrosiers (presiding).

Members Not Present: Frank Durso (Arts & Sciences), Doug Smith (Engineering), Ernest Fish (Agricultural Sciences and Natural Resources),

I. Review of minutes from the November 14, 2007 meeting. Minutes were approved. G. Elbow suggested that since the minutes had already been approved by the Provost, that this formality be discontinued for future meetings.

II. Announcements

- Proposed Spring schedule of meetings: W, Jan 16; W, Feb 20; W, Mar 26. Peggy Flores will confirm if those dates are available for the Provost's conference room at noon.

III. Old Business

- The following courses have been approved as satisfying the **Humanities** requirement of the Core Curriculum: **PHIL 2300/2320/2350/3301/3302/3303/3304/3320/3322/3324/3332/3341/3342/4333**. These, and only these, philosophy courses should be specifically listed under category E of the next catalog. Several 4000-level philosophy courses which had been listed are no longer approved for this category since they have pre-requisites. The following courses are to be removed from Category E: **PHIL 4320/4323/4330/4331/4340**.

III. New Business

- The committee voted to implement a new policy regarding 4000-level courses. **Courses at the 4000 level which have any indication that previous work in the same subject is required, even if there are no specific prerequisite courses listed, will be subject to a more critical review process.** Included in this category are 4000-level courses in which the catalog description includes phrases such as "Previous course work in (subject area)", "Department approval", "Consent of instructor", etc. as these implicitly assume prior work in that area. In addition to the detailed syllabus normally required, the committee will require that a proposing department supply
i.) enrollment statistics on the proposed course for two or more semesters specifically identifying students who have used the course to satisfy the core requirement and
ii.) copies of the transcripts of the students using that course to satisfy a Core requirement..
This policy is the result of a committee decision to remove any courses from the Core which cannot actually be used to satisfy a Core requirement. The completion of previous course work in the same area typically means that the requirement has already been satisfied. Since this policy may affect some departments more than others, individuals desiring further clarification of this policy should contact the committee chair at desrosiers@coe.ttu.edu.

IV. Continuing Business

- Five Year Review Cycle: this fall term the GEC undertook the review of the courses in three categories: A. Communication, B. Mathematics, C. Natural Science. The courses for Category A were reviewed. The following courses were approved for inclusion in the Communication category: **ENGL 1301/1302; COMS 1300/2300; CFAS 2300**.
- Subcommittees have reviewed categories B and C, but have not had the opportunity to present their summaries to the full committee. The work of these subcommittees has been hampered by the failure of several departments to submit syllabi for courses presently listed in the Core Curriculum. If these courses are not approved at the January meeting, by default, they will be dropped from the Core.

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.