

**GENERAL EDUCATION COMMITTEE MEETING**  
**Minutes - March 24 2004**

The General Education Committee met on Wednesday, March 24, 2004, from Noon to 1 p.m. in the Provost's Conference Room.

Members Present: Jim Brink (Provost's Office, ex-officio), Jim Clopton (Arts & Sciences), Cathy Duran (Business Administration), Du Feng (Human Sciences), Ernest Fish (Agricultural Sciences and Natural Resources), Pamela Halsey (Faculty Senate), David Lamp (Arts & Sciences), and David Roach (Arts & Sciences, presiding).

Members Excused: Kambra Bolch (Honors), Pamela Elrod (Visual & Performing Arts), and Ben Shacklette (Architecture).

1. Announcements.

\*Kambra Bolch is sick and cannot be with us today. She requests that we wait to visit about the Honors college syllabus issue until she is back with us.

\*Welcome to our new committee member, Du Feng (Human Sciences).

\*Jim quotes Bill Gustafson regarding the importance and function of the General Education Committee and reaffirms the seriousness and importance of the work of this committee.

2. Review and approval of the minutes from the last meeting.

\* Minutes were approved almost unanimously (one abstention).

3. Old Business

a) Honors College syllabus issue postponed until Kambra is back with us.

b) HDFS 2320 situation and action reviewed for Du Feng.

c) Some concern still that Cathy Stalcup's instrument does not measure what we need to measure with student outcomes for SACS review. Discussion continues that the survey has been altered a bit, that it addresses at least part of it, and that if need be, we can get further information.

4. New Business

a) Continuing work and discussion of SACS Compliance Issues as per the Texas Coordinating Board Memo (December 13, 2002).

\* Item 1 (p. 2) – we have this one already covered. We will need a table to show this.

\* Item 2 (p. 3) – this one will be ok. We have this.

\* Item 3 (p. 3) – this one will be ok. We will be able to share how we review new proposals and how we periodically review entire core areas. We will need to provide an example of how we do this.

\* Item 4 (p. 3) – We have done this before in 1991 and Jim has information on this. Jim hopes to have a new current draft of the upcoming report ready for us to look at during the summer in preparation for our September meeting to go over this. We have an October 1, 2004 deadline for our report.

\* Item 5 (p. 3) – Roach needs to write this and submit it to Jim this summer.

\* Item 6 (p. 3) – This is what Cathy Stalcup's instrument is going to provide for us. We will have the opportunity to look at this before it is sent in. Discussion notes that learning outcomes will very likely need to become part of TTU syllabi.

\* Item 7 (p. 3) – This would be a good place to talk about our processes and our successes as a general education committee. Perhaps a good place to talk about multicultural courses.

b) Next month's meeting, we need to continue our discussion of this.

c) We may also want to discuss imposing some deadlines for getting new courses into the catalog. The procedures for getting a course reviewed by the General Education Committee are attached to the minutes.

5. Meeting adjourned

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 may have additional supporting materials. Proposals not accompanied by a syllabus will be returned to the college without action.
- Proposals must arrive in the Provost's office (attention of 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, and are therefore not included on the prepared agenda, will not be considered until 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.