

GENERAL EDUCATION COMMITTEE MEETING

Agenda – September 15, 2004

The General Education Committee met on Wednesday, September 15, 2004, from Noon to 1 p.m. in the Provost's Conference Room.

Members Present: Jim Brink (Provost's Office, ex-officio), Kambra Bolch (Honors), Ben Schacklette (Architecture), Jim Clopton (Arts & Sciences), David Lamp (Arts & Sciences), Julie Thomas (Education), Ray Desrosiers (Engineering), Linda Krefting (Business Administration), Du Feng (Human Sciences), Pamela Elrod (Visual & Performing Arts), Ernest Fish (Agricultural Sciences and Natural Resources), and David Roach (Arts & Sciences, presiding).

1. Announcements.

- * Check Contact list and check if correct
- * Fall Meetings: September 15, October 20, November 17, and December 15th
- * Web page – (<http://www.depts.ttu.edu/provost/generaled2.php>), under an upgrade
 - new features: pictures, templates, meeting dates, links to coordinating board, etc.
 - Carolyn Kennedy helping us with this upgrade.

2. Review of minutes from the last meeting.

Jim Clopton made motion to accept minutes. Ray Desrosiers seconded. Minutes were unanimously approved.

3. Old Business

a) Measuring Student Learning Outcomes for Coordinating Board and for use with SACS – Update from Jim: Report is due Oct 1st. Data was collected but graduate students contracted to analyze data backed out at the last minute. Data is under analysis.

b) 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. Jim will visit with Sue Jones about this and will get back to us. We need this input so we can coordinate any deadlines we might set up with the TTU catalog.

- This is in progress. We are moving toward a structure. When we hear from Sue Jones, we can move forward with this.

c) Chair of General Education Committee needs to submit recommendation memos to the Provost, with a copy to Jim. It would be good for chair of committee to draft a list of procedures (like this) so that future chairs would know how things work and who is responsible to notify whom of what. (draft constructed). Suggestions welcomed.

4. New Business

- Sue Couch – Quality Enhancement Plan – Ethics listed in the core curriculum expectations from the state: (see page 3 #5 on http://www.theqb.state.tx.us/Ctc/ip/core11_00/assumption.htm). Sue's committee would like for the Gen Ed Committee to begin thinking about formulating a statement of how ethics are evaluated in the core (with thoughts of how this could be enhanced). They would like the Gen Ed Committee to examine the core and take a look at how ethics are included. This does not have to be done right now but we need to start thinking about addressing this.
- Discussion of "Do the Right Thing: A Campus Conversation on Ethics" initiative. Note of the Murdough Center for Ethics in Civil Engineering.
- Motion made by Ray Desrosiers and seconded by Jim Clopton to start reviewing the Individual and Group Behavior courses. Motion carries. We will look at if and how ethics are included in these courses. Other issues for potential examination will include: prerequisite courses, writing intensive

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.
- 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.