

GENERAL EDUCATION COMMITTEE MEETING
Minutes – April 18, 2007

The General Education Committee met on Wednesday, April 18, 2007, from Noon to 1 p.m. in the Provost's Conference Room.

Members Present: Jim Brink (Provost's Office, ex-officio), Ray Desrosiers (Engineering), Ernest Fish (Agricultural Sciences and Natural Resources), Tom Kimball (Human Sciences), David Lamp (Arts & Sciences), Mellinee Lesley (Education), Charles Myles (Faculty Senate), Roger Saathoff (Mass Communications), Ben Shacklette (Architecture), David Roach (Arts & Sciences, presiding).

Members Not Present: Dorothy Chansky (Visual and Performing Arts – on leave), Frank Durso (Arts & Sciences), Gary Elbow (Honors), Linda Krefting (Business Administration),

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

II. Old Business

- A. Based on elimination of blanket groups of courses, materials from individual courses in VPA received for consideration.
ART 1302, ART 1303, ART 1309, ART 1310, ART 2311
MUAP 1001, 1002, 2001, 2002, 3001, 3002, 4001, 4002
MUEN 2100, 3101, 3102, 3103, 3104, 3105, 3106, 3110
MUHL 1308, 2301, 2302, 2308, 2309, 3304, 3308, 3310
MUSI 2301
MUTH 1300, 1303, 1103, 1304, 1104
DAN 3313
DAN 4301
TH A 2301, 2302, 2303, 2304, 4303
* The committee commends VPA for responding so quickly and submitting these course syllabi for review. In these syllabi, however, the learning outcomes and assessments are not provided or are not clearly tied to the specific core category. Roach will contact VPA and note that these syllabi need to be revised and resubmitted. Examples can be provided if needed.

* The committee notices in this group of VPA courses some courses for no credit. This is a concern. The committee votes to eliminate all courses that do not result in credit from the Core.
- B. Individual course materials from other colleges and departments will need to be received by August 31, 2007 so that this can be ready for the 2008-2009 catalog

III. Continuing Business

- Gil Reeve's call additional information needed for SACS, due July 15, 2007. Committee discussion and planning.
* The committee does not feel that it should write learning outcomes for each core category. The thought is that each department can write learning outcomes and assessments that are specifically tied to the core category.
* Information from previous call will be supplied to Gil for the Summer 2007 deadline.
- 5 year review cycle to start in fall. Committee discussion and planning. Indirect assessment needed at this time; direct assessments needed in the future. Committee discussion and planning for immediate need/call and for future with the 5 year evaluation cycle. * Template for data collection discussed. Call letter will be sent out this spring to have course data received and ready for review in Fall 2007.

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.