

- Proposal from Department of Economics and Geography to place GEOG 3300 Geographic Information Systems in the list of courses meeting the Technology and Applied Science requirement. ***The committee voted unanimously to recommend that this course be added to the Technology and Applied Science list.***
 - Procedure: GEC chair will send committee recommendations for course deletions/additions to Jim Brink. Jim will forward these to the Provost. The Provost's decision will be relayed back to GEC chair through Jim Brink. GEC chair will put the Provost's decision in minutes and send out minutes to committee and normal notification list.
 - New format requirements for proposals added to the official Proposal Procedure Information Sheet. *See the section in italics.*
 - Dorothy Chansky and Ray Desrosiers – Discussion of issue of 3000/4000 level courses that have pre-requisites already on the list. Issue discussed that perhaps these courses do not need to be in the Core Curriculum list.
- ***Subsequent to the meeting, the Provost approved the GEC recommendations regarding: ARCH 2351, ARCH 3350, and GEOG 3300.*****

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.