

GENERAL EDUCATION COMMITTEE MEETING
Minutes – November 1, 2006

The General Education Committee met on Wednesday, November 1, 2006, from Noon to 1 p.m. in the Provost's Conference Room.

Members Present: Jim Brink (Provost's Office, ex-officio), Ray Desrosiers (Engineering), Gary Elbow (Honors), Tom Kimball (Human Sciences), Linda Krefting (Business Administration), David Lamp (Arts & Sciences), Mellinee Lesley (Education), Charles Myles (Faculty Senate), Roger Saathoff (Mass Communications), Ben Shacklette (Architecture), David Roach (Arts & Sciences, presiding).

Members Absent: Dorothy Chansky (Visual and Performing Arts), Frank Durso (Arts & Sciences), Ernest Fish (Agricultural Sciences and Natural Resources),

1. Review of minutes from the last meeting. Minutes were approved.

2. Announcements.

* Remaining Fall Meetings (revised): November 29, 2006

3. New Business

- Proposal to add DAN 4301 World Dance Forms to the multicultural list. **The committee voted to recommend approval of this proposal to the Provost.**
- Proposal to add NHH1302 Fieldcraft to Applied Science and Technology list. **The committee voted to recommend approval of this proposal to the Provost.**
- Proposal to add HONS 2302 Experience in Fine Arts II to Visual and Performing Arts list. **The committee voted to recommend approval of this proposal to the Provost.**
- Issue – Honors College wants to be able to propose specific sections of specific courses for specific semesters to be considered by the GEC for inclusion on the multicultural list. Discussion. **The committee agrees to consider these proposals from the Honors College with the understanding that there will be only a few and that the Honors College will try to bundle these proposals and send them at the same time. This procedure does not apply to the core—only to the multicultural category.**
- Proposal to add POLS 3300H01 to multicultural list. **The committee voted to recommend approval of this proposal to the Provost for Spring 2007.**
- Proposal to add Honors Seminar courses to multicultural list (HONS3301H04, HONS3301H07, HONS3304H01). **The committee voted to recommend approval of this proposal (HONS3301H04, HONS3301H07 for Spring 2007 and HONS3304H01 for Summer 2007) to the Provost.**

4. Old Business

- Draft copy of 5 year review cycle reviewed for discussion. Discussion. **Committee votes to approve this document. Document is attached.**
- *Discussion last time regarding GEC role in writing intensive courses. Committee to engage in discussion of how to enhance WI requirement on campus. Roach was to make a list of all WI courses on campus for committee review next meeting.* Update – difficult to get a current and accurate list of all WI courses; Sue Jones and Mary Elkins were very helpful. Sue was able to compile a list of WI courses based on what is in the catalog (this list will be emailed to you). Currently, there are inaccuracies between the catalog and the TechSis listings. GEC needs to write a letter through all Deans to all department chairs to ask that they check the official catalog list (www.depts.ttu.edu/OfficialPublications/courses/CourseDescriptionsHome.html) for all of their WI courses and that they also check screen 12b on TechSis to make sure all WI intensive courses are listed correctly in the system as well. We need to make sure that the system is accurate with the catalog. Depts. need to be reminded that programs need to have a minimum of 6 hours of WI intensive courses in the program. **Draft letter approved by committee to be sent to Deans and Associate Deans.**
- Issue: dropping 3000 and 4000 courses that have prerequisites that fulfill general education requirements off of the core list. Ray leads discussion. More discussion on this at the next meeting.

*****Subsequent to the meeting, the Provost approved all GEC recommendations regarding: DAN 4301, NHH1302, HONS 2302, POLS 3300H01, HONS 3301H04, HONS 3301H07, HONS 3304H01*****

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.