

## General Education Committee

March 8, 2010 – HUB 123

### MINUTES

Present: Lourdes Aviles, Samuel D. Brickley II (Chair), Mary E. Campbell (consultant, non-voting), Christopher C. Chabot (left 3:43 pm), Corey J. DeGroot (student, voting), Wilson A. Garcia, Elliott G. Gruner, Jong Yoon Kim, David Zehr [eight voting members]

Absent: Jillian Spring (student, voting)

Vacant: Dean of the Academic Experience

*Recorded in the order in which the agenda item was discussed.* Sam Brickley called the meeting to order at 2:30 pm.

1. **Approval of February 22<sup>nd</sup> minutes.** *Approved by general consent.*
2. **Course Proposals**  
None.
3. **Reports**
  - a. Course proposal/sunset renewal form (revised draft) (Sam). Sam reviewed the changes that he made based on the discussion at the retreat. There will be one form, which can be used for initially requesting General Education status and for seeking renewal of that General Education status. It is not necessary to know the curricular status of the course as we are judging if the General Education criteria is being met. Page two, For Sunset Renewal Proposals, the Committee discussed possibly adding text inviting college or department to submit additional information for assessment purposes. Elliott would like to include: What's working well in this course? What is not working well in this course? What should change/has changed? What assessment has led to this change? What aspect of General Education would you change as a result of teaching this course? Include short list of question; they can attach the answers and we would have some assessments. Elliot will work on an instrument. Mandatory? Four questions that are open ended.  
  
We could do as a pilot to see how wiling people are to participate? People don't like to be told you have to do more work. This allows one to address the evaluation number results; what is happening? What are you doing to address them?  
  
Sam tried to make the process simpler, to be efficient. The original goal was to simplify the process. Multiple sections with multiple teachers could be difficult to get the answers. Usually one person has to pull together for multiply people sections. Chris likes this reflective piece. This is more work for the Committee. Elliot thinks in the end it is less work; it's authentic. Yong-Yoon agreed with a transitional period.  
  
Elliot stated that student evaluations are a separate issue. This would be a faculty survey. Sam pointed out that comments about evaluation scores could be included on a separate sheet, too.  
  
Elliot will work on the form for the next meeting.
  - b. Early and standard review procedures (revised draft) (Sam). Sam reviewed the changes he had made since they were discussed at the retreat.

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Page 2: early review, two or more members raise “Gen Ed-ness” concerns is a middle approach; global copy whole Committee if one has concerns.

Elliot wants one versus two; there is no real reason to go to two; there is diverse expertise on the Committee. Others expressed that the perception is only one person can make it go to Standard Review; one vote is arbitrary; one out of nine; If three object, there should be Standard Review at the discretion of the Chair? Committees work by vote. Sam was not comfortable that the Chair would have that kind of power. Lourdes suggested that we need to have Chair guidelines. The Chair should look to see if everything is there before sending it to the Committee. Chris stated that we do need internal guidelines; committee members need some help too when first coming on to the Committee; issues of workload.

David suggested changing “Gen Ed-ness” to Gen Ed criteria.

We want to implement the new form and revised process next year; both will be posted to the Web site.

### 4. Motions

- a. “That the Gen Ed Committee invite the foundation course coordinators to the April 12 meeting to discuss their experience with their course, assessments they may have done, and any recommendations they might have for improving their course as it appears and/or is practiced in the current Gen Ed Program.” (Elliott). Chris seconded Elliott’s motion. Do we really want to look at these courses? Yes, we should. What do we do when they come? Important part of assessment and keeping our curriculum cohesive; these are a critical place in our curriculum. What do we really mean by Math Foundations? What does Math think about what a Math Foundation is? How are they assessing? This is part of assessment. The motion was *approved 8-0-0-1*.
- b. “That the Gen Ed Committee hold election for chair at the last meeting this spring and invite both current members (this year) and members-elect (any new members formally joining the Committee for next year) to participate in and vote in the chair election process.” (Elliot) Chris seconded the motion. There are three spots open for 2010-11: Sam’s current term; Evelyn’s current term (Yong-Yoon is completing her term because she is on sabbatical this year); completing Lourdes’ term because she will be on sabbatical Spring 2011. Elliot spoke for the motion: this makes more certain how we’re going to vote; there was a coin toss once, which he felt was inappropriate. People who have had experience and those who will work on it next year (old and new) can vote and be eligible to be chair. Sam pointed out that it would be giving two votes to one seat and he was not sure one can do that; it raises issues in future elections if contested. The motion was *approved 4-2-1-2*.

### 5. Announcements.

- a. Do we want to schedule an additional meeting (or meetings)? / possible motion (Chris). No, when people sign up for the committee they know the meeting schedule. Our biggest task is assessment. No additional meetings for now.
- b. Faculty Focus Group for PPDI. Lourdes will scribe both. Monday, April 19<sup>th</sup>, 2:30 pm. Tuesday, April 20<sup>th</sup>, at 11 am or Thursday, April 22<sup>nd</sup> at 11 am.

The General Education Committee meets on the second and fourth Mondays of the month from 2:30 to 3:30 pm in HUB 123. The next meeting of the Committee will be **April 12<sup>th</sup>**.

The Chair declared the meeting adjourned at 3:45 pm.

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Respectfully submitted,

Mary E. Campbell, Scribe  
Director of Curriculum Support

*These minutes were approved April 12, 2010.*