

General Education Committee

May 10, 2010 – HUB 123

MINUTES

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

Vacant: Dean of the Academic Experience

Exhibits: General Education Proposal Form (Chris' proposal); General Education Proposal Form (includes changes from Sam and Elliot); General Education Proposal Process (5/10/10 draft) (e-mailed with the agenda)

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 April 26th minutes.** *Approved by general consent.*
2. **Introduction of new members for AY 2010-11.** Sam had invited Peter Drexel and Jason Swift to attend the meeting; both had class conflicts today.
3. **Election of chair for AY 2010-11.** Sam asked for nominations or self nominations. Chris nominated Elliott. Elliott was elected on a voice vote.
4. **Course Proposals**
 - a. Early Review (approved). Sunset date is 5/2014.
 - AR 3xxx The Art of Sustainability as INCO. This course has been run experimentally twice and needs to be approved by the Curriculum Committee.
 - HI 3745 History of Traditional China as GACO.
 - b. Standard Review
None
5. **Reports**
 - a. Gen Ed and Faculty Week (David).
David asked for the Committee's feedback on whether to pursue or not an idea he has for Faculty Week (August 23rd, 24th, 25th). Does this Committee want to do something to support advising? For example, a poster session to talk about General Education courses; talk about your course and what makes it a Gen Ed course; share information about Gen Ed courses which the faculty could use as advising tools. The General Education Committee would sponsor it; people who teach Gen Ed courses would talk about their courses. It would be an information type session and would give some visibility to the program. It would occur on Monday or Tuesday. Lunch time? Break time? Keep the posters and make them available to students? Display during advising week? Have departments showcase what their Gen Ed courses are. Virtual posters? Web page? Something that could be saved and used again? Would like to make it last and use during advising week. Electronic version; database for students to use. Sustaining beyond one day is important. A poster situation allows faculty to talk to faculty. A web site that students can get to would be great. Could be an information booth with handouts/syllabi or laptops with power points. The consensus was favorable; explore it further. David will put out a call to faculty and see what responses he receives.

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- b. Course proposal form (two revised drafts) (Sam). The Committee discussed both drafts and agreed to the following edits to the Master May 2010 draft:
- Review Guidelines: change “pursuant” to “according”
 - For Initial Approval Proposals: change second bullet to: Statements of course objectives and skills to be developed in Direction courses or to be addressed at a more advanced level in Connections courses
 - For Sunset Renewal Proposals: change “changing” to “improving” in the second sentence of new third paragraph.
 - The remaining new sentences in the Sunset Renewal Proposals section were discussed at length; no decision was made.
 - General Education Proposal Process: Preparing and Submitting a Proposal, second bullet: add “completely” to “Fill out the form completely....”

Program Reviews look at the major; they do not address the Gen Ed courses that departments teach. We could work with the Provost/Curriculum Committee that review of a department’s Gen Ed courses would be part of the Program Review. The Gen Ed Committee would get a copy of the report.

Courses evolve. We need to get some information about them. The sunset process is a good opportunity to get information. Waiting for the Program Review may be too long of a wait. We have a genuine assessment process with our sunset procedures. Should the faculty do a reflective piece when seeking renewal? The questions on the form would give topics for the faculty to write a reflective piece. The questions are what we are assessing. Asking the faculty for their beliefs. Our General Education program is built on skills. Are there ways of assessing actual skills, e.g., critical thinking, writing? We’re asking the faculty to assess Gen Ed courses when they fill out the form. Will it get lost in the Program Review? Open ended statements.

Elliot agreed to rework the additional text for Sunset Renewal Proposal (page 2 of the form) and make it shorter. Does the Committee want to finish this electronically or at a face-to-face meeting? The Committee agreed to finish it this semester knowing that it will require another face-to-face meeting.

The Committee agreed to meet Monday, May 17th, at 3 pm.

6. **Announcements.** None.

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 first regular meeting of the Committee for the 2010-11 academic year will be September 13th.

The Chair declared the meeting adjourned at 3:35 pm.

Respectfully submitted,

Mary E. Campbell, Scribe
Director of Curriculum Support

These minutes were approved September 13, 2010.