

## General Education Council Meeting Minutes

April 13, 2012

031 Allie Young - 2:00 pm

**In Attendance:** Dora Ahmadi, Karla Aleman (proxy for David Gregory), Jason Applegate (proxy for Cyndi Gibbs), Robert Boram (proxy for Doug Chatham), Wilson Gonzalez-Espada, Phil Krummrich, Sara Lindsey, Barbara Lyons (proxy for Bev McCormick), Kerry Murphy, Charlie Patrick, Ann Rathbun, Paula Serra, Wesley White, Carol Wymer, Scott Wymer (proxy for Randy McCoy).

Guest: Billie Horton (Recorder), Lora Pace

Meeting was called to order by Chair C. Patrick at 2:00 p.m.

C. Wymer made motion to approve minutes from March 30, 2012. Seconded by J. Applegate.

Amendments:

Under FYS subcommittee: T. Hare and L. Pace sent **information** to all Academic Department Specialist regarding the professional development account procedures.

Under Assessment: second paragraph: **Form a GE SLO subcommittee to review current SLO's and report to GEC on alternatives.**

Vote to approve was unanimous with two amendments.

### **Reports:**

- FYS subcommittee – T. Hare  
Additional FYS sections have not been added. Professional Development Account requests for travel must include a description of research, method of instruction or conference attending. Dr. Joe Cuseo will visit campus on April 24<sup>th</sup> and 25<sup>th</sup> to discuss first year seminar programs. GEC members are encouraged to participate.
- Registrar Office – K. Murphy – no report
- Assessment – P. Serra  
Computer competency surveys have been sent to faculty and students. A total of 102 students and 81 faculty participated. Assessment data continues to come in from fall 2011.

Focus Group Summary of the assessment process was distributed. Main areas of frustration from participants were communication, time and general volume of assessment. Where two assessments are required, it was suggested that the second assessment be eliminated.

C. Patrick requested P. Serra form a committee with A. Rathbun and C. Gibbs to provide recommendations on how to streamline the process of assessment and to provide recommendations at next GEC meeting. Information needs to be sent to the faculty before the end of the semester. A. Rathbun, with P. Serra and D. Chatham, volunteered to separate the SLO's out of the report with recommendations to shorten the process of assessment.

### **Action Items**

- FYS proposal from M. Shavers, "Managing Your Digital Footprint in a World of Social Networking and Blogging", was submitted from FYS subcommittee. No discussion. Vote to approve was unanimous.
- Type I – HLTH 499C proposal – Undergraduate Curriculum Committee voted to remove all course offerings (e.g. I, II, III, or on demand) from the undergraduate catalog effective this fall. Motion made A. Rathbun, seconded P. Krummrich. Vote was unanimous for approval.

- NURB 498/499C – Need proposal form. K. Murphy – due to adding a new course to the program, NURS will need to submit a Type III to the Undergraduate Curriculum Committee for 498C and a written explanation showing how it will satisfy MSU accreditation requirements. K. Murphy to contact NURS.

### Discussion

- Exchange Course Approval Guideline form was given out with revisions requested from March 30<sup>th</sup> GEC meeting.

Page one: Added signature line for “**Exchange** College Dean’s Approval”.

Page two: #7 added “**according to the process defined through the GEC**”.

Page three: Added “**justification (and approval criteria)**”.

Under PROGRAM PROVIDING THE EXCHANGE COURSE:

A. Design and attach a rubric **If appropriate**, was added.

B. removed the word “**aggregate**”.

The GEC was asked to review and discuss course exchange at the 04/27/12 meeting. Members were asked to discuss GE Exchange Course Proposal/Approval form with their department and ask how the department would justify the request for exchanges. Discussion of reasoning for exchange courses and options for the GEC. K. Murphy stated that MNGT 160 should be removed on the GE Exchange Course Proposal/Approvals form for all BBA programs. This will be placed on agenda for 4/27/12.

- L. Pace provided a biography and training schedule for Dr. Joe Cuseo’s visit.
- Chair C. Patrick announced that he has accepted a position at Penn State Worthington Scranton and will be leaving MSU effective end of June 2012.

**Next Meeting 4/27/12**

**Meeting adjourned 3:30 pm**