

General Education Council Meeting Minutes
March 8, 2013
Riggle Room ADUC – 2:00 p.m.

In Attendance: Dora Ahmadi, Christina Conroy (for Kelly Collinsworth), Wilson Gonzalez-Espada, David Gregory, Timothy Hare, Philip Krummrich, Sara Lindsey, Bev McCormick, Gary Mesa-Gaido, Kerry Murphy, Emma Perkins, Clarenda Phillips, Ann Rathbun, Paula Serra, Wesley White, and Carol Wymer.

Guest: Sharri Jones (Recorder)

The meeting was called to order by Clarenda Phillips at 1:07 p.m.

The January 25, 2013 meeting minutes were not approved at the last meeting. Philip Krummrich made a motion to approve the minutes. Council voted unanimously to approve with no revisions.

The February 22, 2013 minutes contained an error. Under the Re-distribution of SLO's Motion, it should read: "...we make no SLO re-distribution...". Carol Wymer made a motion to approve pending the revision. Council voted to approve with the revision. (Revision made 03/08).

Sharri Jones gave a demonstration of the changes that have been made to the General Education Blackboard site. The site has been revised to now contain a menu item that includes all General Education courses, by type, in one location.

Reports:

First Year Seminar (FYS) – Ann Rathbun on behalf of Timothy Hare

- We currently have 34 sections confirmed for fall with an estimate of over 1600 freshman coming in. This would result in 40 or more students per section. The FYS sub-committee will be recommending a cap at 20, and will be working with the Provost and Clarenda to develop more sections.

Registrar- Kerry Murphy

- No report

Clarenda revealed the Petition for General Education Course Substitutions. This form will allow courses to be substituted as a category (HUM 1, HUM 2, etc.) rather than on a course to course basis.

There was a suggested revision to include a section for the printing of names. The revision will be made, and forwarded back to the Registrar for implementation. The form will be posted on the Registrar's web page and made available to the advisors. There will now be

two kinds of substitution forms; the regular course substitution form and the general education substitution form.

Before the April SOAR, we will need to revise and re-distribute the General Education Course Listing to include the changes for Fall 2013.

Assessment – Paula Serra

- Paula reported on a new accreditation application for *WEAVE* called *WEAVE Affirm*. This would be available to current users at no additional cost.

Unfinished Business

- Exchange Course Assessment Approval Work Group Update

Feedback from work groups was to be sent via email to Sharri. If you sent it to Clarendia, please send it to Sharri.

- Re-distribution of SLO's

MOTION: Ann Rathbun made a motion to make no changes to the general education distribution except for First Year Seminar; with a plan to redo the rest over the coming academic year.

Dora Ahmadi called the question for the committee to vote on the motion. The Council voted on the call to question, the motion was opposed and discussion ensued.

After discussion regarding the need for re-distribution across campus and not just with FYS and the need for collection of data for every SLO's each semester, the Council voted and the motion was **defeated**.

It was determined that all four groups had not responded. They were to do so by next week. After that time, the groups' collective responses will be recorded on one document, and brought before the committee for review.

Paula Serra commented that she could bring the SLO's down to three per section if the Council could accept the fact that every SLO would not be evaluated in more than one area; with the understanding every SLO would be evaluated every semester and that we would be working long term toward standardized instruments. She will develop the document and get it to the Council for review.

- FYS Proposal – Conroy
 - **The proposal came from subcommittee, for vote.**
 - The Gen Ed Council voted and the course was **approved**.
- ENG 211 Update
 - The course was built as an Exchange Course by the Registrar's office.

- **New Business**

- New NSC2 Course Proposal CHEM 104 – Chemistry of Ordinary Things
 - A comment was raised that the proposal did not contain a syllabus or cover letter. Additionally, there was a question as to the rigor of the assessments. The initiator will be asked to contact Paula Serra regarding the assessment data.
 - The Council will not vote at this time. Feedback will be provided to the initiator.
- New NSC1 Course Proposal IET 201 – Technology and Life Sciences
 - The proposal did not contain a cover letter. Several committee members had difficulty downloading/viewing the proposal documents. There appeared to be a document missing. Additionally there was concern about whether the syllabus contained adequate Life/Science content. The course description should be enhanced.
 - The Council will not vote at this time. Feedback will be provided to the initiator.
- Paula Serra suggested a video/webinar to assist initiators in completing the proposal process. Clarenda will be glad to accept volunteers for a workgroup to develop this material.
- Documentation on the Gen Ed web page will be reviewed and the forms updated.

Next Meeting: GEC will not meet during spring break. The next GEC meeting will be held April 5, 2013 at 1:00 p.m. in the Riggle Room at ADUC.

Meeting adjourned: The meeting adjourned at 2:40.