

1 GENERAL EDUCATION COUNCIL

2 The General Education Council, a University Standing Committee, will be responsible for the
3 management of the General Education Program at Morehead State University, including, but not
4 limited to, assessment procedures and course management.

5 **Revision Date:** Standing committee, initiated April 2009. Revised June 2010; September 2011;
6 November 2011; November 2017; May 2020; April 2024

7 **Purpose:** To direct and maintain the General Education Program at Morehead State University.
8 The Council will make recommendations to the Faculty Senate and Provost concerning the goals,
9 structure, and assessment of General Education at Morehead State University. Council
10 recommendations must be approved by a majority vote of the Faculty Senate to become policy.

11 MEMBERSHIP

12 Non-Voting

- 13 • Associate Provost for Undergraduate Education & Student Success (ex officio)
- 14 • The Registrar (or his/her designee) (ex officio)
- 15 • Director of Assessment (ex officio)

16 Voting

- 17 • Department chair or equivalent I
- 18 • Department chair or equivalent II
- 19 • ~~President-elect~~ Chair, Academic Issues of the Faculty Senate
- 20 • ~~Nine~~ Eight faculty members made up of the following groups:
 - 21 • ~~One~~ One representative each from each of the six the distribution groups (defined as follows:
22 Core Classes—Math, English, and Communication, Level 2 Natural Sciences (Knowledge),
23 Level 2 Arts and Humanities (Knowledge), Level 2 Social and Behavioral Sciences
24 (Knowledge), Level 3 Arts and Humanities (Global cultures), Level 3 Social and Behavioral
25 Sciences (Ethics and Civic Engagement) in the general education curriculum
 - 26 • Six faculty members made up of one representative each for 1) Natural Sciences; 2) Arts
27 and Humanities; 3) Social and Behavioral Sciences; 4) Communication; 5) English; 6) Math
 - 28 • Two additional faculty members: one from Smith College of Business and one from
29 Volgenau College of Education
 - 30 • Whenever possible, each voting member should regularly teach General Education courses
- 31 • ~~Each representative should teach general education courses on a regular basis.~~
- 32 • Each college should be represented if possible, but no more than two three from each
33 college may serve.
- 34 • ~~One faculty member each from the three disciplines in~~ Core General Education: 1)
35 Communications, 2) English, and 3) Math, First Year Seminar coordinator (ex officio)

36 MEMBERSHIP RULES

- 37 • Faculty representatives must be tenured or tenure-track faculty. They will serve offset
38 three-year terms.

- 39 • The ~~President-elect~~ Chair of Academic Issues, ~~of the~~ Faculty Senate will serve a one-year
40 term and be responsible for communications between the General Education Council and
41 the Faculty Senate. If the ~~President-elect~~ Chair of Academic Issues is already serving on
42 the General Education Council or is unable to serve, the President of the Faculty Senate
43 will may appoint a different faculty senator from the Senate's Executive Council.
44 • Distribution area membership restrictions do not apply to the First Year Seminar
45 Coordinator and the ~~President-elect~~ Academic Issues Chair of the Faculty Senate.
46 • Department chairs or equivalents must be from different colleges and will serve three-
47 year terms.
48 • Any Council member may invite non-voting visitors to the Council to provide advice and
49 input as deemed appropriate.
50 • One-third of the committee will cycle off each year.

51 **Membership Selection Process:** All faculty members on this council, except the position of
52 President-elect of the Faculty Senate, will be approved by majority vote of the Faculty Senate. In
53 the event the Senate rejects a candidate, the President-elect of the Senate may nominate another
54 candidate for the position.

55 Department chairs or their equivalents will be selected by the University's Chairs Council.

56 The approval process for all members will be completed in the Spring semester for appointment
57 to the Council in the following Fall semester.

58 **Support Staff:** The Director of Assessment will facilitate the collection, maintenance, and
59 analysis of assessment collected by the General Education Council.

60 **Duties and Responsibilities**

61 The Council shall:

- 62 • Provide recommendations for the direction and supervision of assessment procedures for
63 the General Education Program, as conducted by the Director of Assessment;
64 • Provide recommendations for the structure and improvement of the General Education
65 Program;
66 • Evaluate and approve General Education courses in conjunction with the Undergraduate
67 Curriculum Committee.
68 • From among the current General Education Council faculty membership, the committee
69 shall choose faculty representation for the First Year Seminar ad hoc committee. The First
70 Year Seminar (FYS) Subcommittee, a subcommittee of the General Education Council,
71 will be responsible for oversight of the First Year Seminar general education course
72 including, but not limited to, assessment and curriculum review/development.

73 **Officers:** The General Education Council will be co-chaired by the Associate Provost for
74 Undergraduate Education & Student Success and a highly qualified faculty member from the
75 faculty ranks on the committee (excluding department chairs) to be selected by the voting
76 members of the Council. The faculty co-chair will not vote on matters before the Council except
77 to break ties. A replacement member will be selected from whichever distribution or core area
78 the faculty co-chair was originally selected to represent to ensure consistent representation across
79 the general education curriculum.

80 The administrative co-chair and the faculty co-chair shall meet at the beginning of fall semester
81 to outline the long-term Council agenda for the year, including the meeting schedule, and at the

82 beginning of spring semester to adjust Council priorities for the remainder of the academic year
83 (as needed). Further, the co-chairs shall meet frequently throughout the academic year to
84 establish the agenda of each meeting, to be distributed to Council members no later than one
85 week prior to the meeting date. If the administrative co-chair and the faculty co-chair disagree
86 about issues to be presented to the Council and their degree of importance on an agenda (in terms
87 of priority and urgency), then all issues in dispute shall be presented to the Council members and
88 become subject to Council ranking and approval.

89 **Frequency of Meetings:** The full Council is required to meet a minimum of once per academic
90 year.

91 **Minutes and Proposals:** To be filed with the Faculty Senate, the Office of the Associate Provost
92 for Undergraduate Education & Student Success, and the Library.

93 **Support Services:** Clerical support will be supplied by the Office of the Associate Provost for
94 Undergraduate Education & Student Success.

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96 **MEMBERSHIP**

97 The procedure for resignation from a University Standing Committee is written notification to
98 the University Standing Committee chairperson, Faculty Senate secretary, and the faculty
99 member's Department Chair. In the absence of a University Standing Committee Chairperson,
100 the notification may be sent to the Faculty Senate secretary and the faculty member's
101 Department Chair.

- 102 • Chris Schroeder, Interim Associate Provost, Co-Chair, Ex-Officio
- 103 • Kim Nettleton, Director of Assessment, Ex-Officio
- 104 • Kerry Murphy, Registrar, Ex-Officio
- 105 • Lora Pace, FYS Coordinator, Ex-Officio
- 106 • Tim Simpson, Department Chair 2022-2025
- 107 • James Masterson, Department Chair 2023-2026
- 108 • Lesia Lennex, Faculty Senate President-Elect 2023-2024
- 109 • Annie Adams HUM 2022-2025
- 110 • DuWayne Dale HUM 2022-2025
- 111 • Jon Musgrave CBT 2022-2025
- 112 • Kouroush Jenab CBT 2021-2024
- 113 • Robert Boram COS 2021-2024
- 114 • Sean O'Keefe COS 2022-2025
- 115 • David Long COE 2023-2026
- 116 • Mark Graves HUM 2023-2026
- 117 • Nettie Brock HUM 2023-2026
- 118 • Joshua Qualls COS 2023-2026

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121 **FIRST YEAR SEMINAR AD-HOC COMMITTEE**

122 The First Year Seminar (FYS) Subcommittee, a subcommittee of the General Education Council,
123 will be responsible for oversight of the First Year Seminar general education course including,
124 but not limited to, assessment and curriculum review/development. Members of the

125 subcommittee have interest, knowledge, and experience in student success as the
126 subcommittee's goal is to assist first-year students in their transition into college life by
127 encouraging their involvement in activities/experiences that will enrich personal growth and
128 academic skill development that can be sustained throughout their college career.
129 Purpose. To direct and maintain the First Year Seminar general education requirement and to
130 review and recommend course policies to the General Education Council (GEC) and other
131 stakeholders pertaining to the FYS curriculum for the purpose of initiating improvements and
132 maintaining high academic quality.

133 Duties and Responsibilities.

134 • To design and maintain the curriculum of First Year Seminar, including reviewing and updating
135 the common syllabus each term, revising lessons based on feedback and assessment results,
136 maintaining academic rigor and quality, and planning speakers and special programming.

137 • To manage assessment of First Year Seminar outcomes, including planning and implementing
138 assessment procedures, reviewing assessment results, and developing continuous improvement
139 plans.

140 • To develop and maintain uniform course policies for First Year Seminar

141 • To plan and implement training and professional development for First Year Seminar
142 instructors, including serving as a resource for FYS instructors
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144 • Alana Scott, CCAHSS

145 • Annie Adams, CCAHSS

146 • VACANT, COE

147 • Chris Schroeder, Interim Associate Provost

148 • Janet Ratliff, CBT

149 • Kim Nettleton, Director of University Assessment

150 • Lora Pace, First-Year Programs

151 • Michelle Barber, Director, Retention & Advising

152 • Robert Boram, COS

153 • Tom Kmetz, Librarian and Coordinator of Instructional and Research Service

154 • Xavier Scott, Director of Distance Learning and Instructional Design