Absent: Van Der Karr

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<tr>
<th>Topic</th>
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<tr>
<td>Minutes for today's meeting: Merle</td>
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<td>Approval of minutes from 9/30/10</td>
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<td>Approved with revisions.</td>
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<td>Committee membership update</td>
<td>Math Science or professional studies. Both Bruce and Abby sent out reminders. Still have no new members. Much competition for committee members.</td>
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| GE course proposals follow up | New form for course proposal. Emmanuel Nelson and Steven Wilson have not resubmitted what we need (Abby).
ENG indicated how it meets the GE11. Had asked for prerequisite. It was 100 not 101. Still no reason for prerequisite. | ENG - Include a statement that this course fulfills GE 11. And rational for prerequisite. |
| --- | --- | --- |
| a. MUS 105  
  b. ENG/AAS 251 |  |  |

Discussion items

| a. 2006 GE Handbook  
  b. Development of tips/guidelines for being a GE Faculty member | Not sure of the use of the Handbook. Inform faculty of responsibility for teaching a GE course. The person who developed the course may not be the person who is teaching it. (Abby) Chair/Department head should be involved maybe more impact (Sam). Is there a place that informs faculty of GE responsibilities. Faculty Development has a handbook covering how to develop a syllabus to include GE issues? | Abby work on a template for informing faculty of GE course.  
Abby with follow up with FDC to see if they do indeed have that follow up. |

Assessment

| a. GE committee timeline  
  b. Triennial plan update  
  c. Assessment tools/embedded assessment  
  d. Evaluation of the tools used (meetings by categories)  
  e. Getting folks to review assessment results | Gave a schedule for course revisions and assessment. Had put GE 11 in rotation for spring 2010. Should put in GE 12. | Develop committees for GE 11, critical thinking, and humanities. Maybe in the form let faculty know that they might need to participate in follow up analysis. |
Respectfully Submitted by Canfield