General Education Committee Meeting Minutes

February 21, 2013

Members Present: Brooke Burk, Carol Van Der Karr, Bob Spitzer, Abby Thomas, Sonia Sharma, Bruce Mattingly, David Smukler

Members Absent : Kathleen Lawrence, Tawana McNair, Anita Kuiken, Yomee Lee, Merle Canfield

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| **Topic** | **Comments** | **Action** |
| **Approval of Minutes** | Approved | **To be posted on web** |
| **Update on review materials for the spring assessment** | * Syllabi Review:   GE 6: All, except one, syllabus have been received  GE 7: All, except two, syllabi have been received   * Reminder about the upcoming embedded assessment needs to be sent | **Brooke will send an email about embedded assessment deadline coming up in March.** |
| **Review findings from Syllabi reviews** | * Abby reported that in GE 7 category, it appeared that instead of syllabi a few participants had sent GE specific information, such as one which included the GE category rubric. * Bob reported that in GE 6, one syllabus seemed to address only two of the three learning outcomes. * Sonia reported that in GE 12, 4 out of 8 courses satisfied all the criteria, but the other 4 were mostly lacking in addressing the learning outcomes. * It was discussed what action should be taken regarding the syllabi review. * It was suggested that some feedback should be provided to the participants whose syllabi has been reviewed. | **A template will be drafted, to give feedback to the participants.**  **Department chairs will also be sent this email.** |
| **Director of Institutional Research and**  **Assessment Report** | No Report |  |
| **New Rubric for GE category**  **Assessment** | * Brooke reported that the letter was sent to GE4 participants and three people volunteered, Judy VanBuskirk, Kevin Sheets and Robert Spitzer. | **Pam will help set up the meeting.** |
| **Charge from Faculty Senate Steering Committee** | * The main discussion was about understanding the implications of the charge, for the GE committee. Several possible implications were discussed such as: * Restructuring of GE courses * Review our transfer policies * Full review of our credit hours * Requiring a task force to help with the restructuring * There was a discussion about the ways in which one can cut down GE requirements in order to cut down the total number of credits required for graduation. * Carol informed that a Memo will be sent out to the President soon which will be more specific than the one from the Board of Trustees. | **Respond back to the Faculty Senate Steering Committee for more information and clarification on what is required of the GE committee.** |

Submitted by Sonia Sharma

Approved 3/7/2013