

## General Education Committee Meeting Minutes November 30, 2023

Members Present: Daniel Radus, Stephen Maher, Susan Slivan, Nancy Diller, Stuart Daman, Bryanne Bellovary, Karen Downey, Douglas Armstead, Greg Ketcham

Members Absent: Bruce Mattingly, Christine Uliassi, Patrick Donnelly, Carol Van Der Karr

Topic	Comments	Action
<b>Approval of minutes</b>	Unanimous	<b>Approved Nov. 16 minutes</b>
<b>Note</b>	S. Maher will be instructing during GE Committee meeting time in spring.	
<b>Review of Assessment Procedures</b>	<ul style="list-style-type: none"> <li>• Reviewed draft timeline and Teams documents</li> <li>• Clarifying questions asked</li> <li>• Review may include rapid turnaround early in Spring semester</li> </ul>	<b>Chair suggests questions about GE assessment process be sent or forwarded to Chair. If both documents (syllabus and assessment form) are submitted, they will be added to Teams folder for review in January/February.</b>
<b>Discussion of Review of Governance Process</b>	<ul style="list-style-type: none"> <li>• Primarily consists of reviewing and offering edits to relevant sections of Handbook</li> <li>• Solicited feedback from committee</li> <li>• Noted difficulty recruiting a student member</li> <li>• Discussed editing duty regarding making recommendations to the Educational Policy Committee</li> <li>• Discussed adding mention or creating a more organized method of periodically reviewing or removing GE attributes</li> </ul>	<b>Chair to draft revised language and share with Committee via email or Teams.</b> <b>Edits thus far include:</b> <ul style="list-style-type: none"> <li>• Update name of Institutional Research and Analysis</li> <li>• Add Curriculum Coordinator to membership and increase to 14</li> </ul> <b>Edits due to ROGC by end of business 2/1/24.</b>
<b>Meeting Adjourned</b>	<ul style="list-style-type: none"> <li>• K. Downey motioned, S. Maher seconded.</li> </ul>	<b>9:02 am</b>

Submitted by S. Daman