General Education Committee Meeting Minutes

March 9, 2017

Members Present:, Carol Van Der Karr, Kevin Sheets, Frank Rossi, David Smukler, Andrew Young, Bruce Mattingly, Chris Manaseri

Members Absent: Kim Stone, Jenn McNamara, Erin McCarthy, Lisa Czirr, Abby Thomas

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| **Topic** | **Comments** | **Action** |
| **Approval of 2/23/17 minutes** | Correct Date to 2/23/17 | Minutes approved |
| **Presentation Skills Attribute** |  | Carol will request updated syllabus |
| ANT 318 & ANT 322 | Missing evidence of presentation skills peer review and self-review. Also missing evidence of instruction on presentations. |  |
| ECO 314 | Need to reflect PRES skills requirements in the syllabus. Asynchronous course cannot have PRES Skills attribute |  |
| **COM 200 GE 12** | Concerns about how the course summary addresses learning outcomes and that the committee is being asked to make a decision before the course has been approved at lower levels.  Broader conversation of criteria for this category. | Decision tabled |
| **Sub-committee reports on GE 8 and GE 9 assessment** | Committees reviewed syllabi; some did not meet expectations.  General discussion about the need to provide guidance to department chairs and faculty teaching in GE about syllabus expectations. Ideally this should happen early in the assessment process. | Committee will reach out to departments with courses having non-conforming syllabi |
| **Adjourned 9:26** |  |  |