

General Education Committee Meeting
February 12, 2010
Minutes

Members Present: Joy Hendrick (Chair), Donna West, Bruce Mattingly, Merle Canfield, Anita Kuiken, Claus Schubert, John Hartsock, Carol Van Der Karr
Members Absent: Kelsey Baylinson (Student Representative), Christopher Latimer, Abby Thomas

Topic	Comments	Action Item
Approval of the Minutes	Minutes approved.	
Approval of Critical Thinking Essay Articles	<ul style="list-style-type: none"> - Discussed whether students would read the articles before or in class. In order to standardize the assessment, we decided to suggest the following: <ul style="list-style-type: none"> o Professors keep articles to 1-2 pages o Release articles to students before the class designated to be used for the critical thinking assessment. This will allow students to digest the information and extrapolate their argument. o Allow students to have at least 30 minutes of writing time to formulate a sustained argument. - Reviewed articles chosen by faculty to be used for the assessment: <ul style="list-style-type: none"> o Decided that the digital native article submitted by Shi was too long, however the article on social networking was fine. o Approved both articles submitted by Fitz-Gibbon. o Approved the two articles for EDU315. Widdall requested permission to allow students the opportunity to type their essay rather than write it by hand. This was approved. o Approved Pak's request to utilize an embedded project in ANT 300 for both in-class grade and GE critical thinking assessment. Approved on the basis that it would just go through a different assessment process. Essentially the students' work would be assessed twice: once by the grading faculty member with class 	

	<p>rubrics and secondly by a GE assessor utilizing GE assessment rubrics.</p> <ul style="list-style-type: none"> ○ Awaiting submissions from Zheng and Liddicoat. If they are received prior to next meeting they will be distributed via email for review and commentary. 	
New GE Course Proposals	<ul style="list-style-type: none"> - CIN 101 and CIN 102 (GE 8): both were well proposed; broadened category 8 to include cinema; content was both diachronic and synchronic; and met all requirements. Both were approved. - While considering both proposals, a question arose: should the catalog description and the GE designation be required in each GE category course syllabi? All agreed that they should. Decision (two-parted): <ul style="list-style-type: none"> ○ Add a statement in the GE Course Proposal Form under section II which requires that all course syllabi for courses with a GE designation not only contain the catalog description but also state which GE category it fulfills and lists the expected outcomes. ○ Add section "D" to the General Education Course Proposal Memorandum that GE goals and outcomes will be added to all future GE category requests and associated course syllabi. 	<p>Hendrick & Van Der Karr: submit course proposals to SUNY for approval.</p> <p>Action Item to be assigned: Make agreed upon changes to the GE Course Proposal Form and the GE Course Proposal Memorandum.</p>
GE Syllabi Review Subcommittees	<ul style="list-style-type: none"> - GE Education Committee Review letter template to faculty was distributed for committee perusal/editing. Syllabi are due to GE subcommittee chairs by April 1. - A subcommittee list was handed out. Subcommittee chairs are identified with an asterisk: <ul style="list-style-type: none"> ○ GE8 – Arts: Canfield, Thomas, *<i>Hartsock</i> ○ GE 9 – Foreign Language: West, *<i>Schubert</i> ○ GE 10B – Presentation Skills: Hendrick, Latimer, *<i>Kuiken</i> ○ Not currently on committee: Baylinson (student), replacements for Miller & Rayle who are on sabbatical. 	<ul style="list-style-type: none"> - Subcommittee Chairs: have agreed to collect the syllabi for their respective categories - Van der Karr to create a database repository for electronic storage of all course syllabi which fulfill a General Education category.
Update on Information Management (IR) Assessment	<ul style="list-style-type: none"> - Tabled for next meeting 	

Discussion of the New SUNY GE Proposal	- Tabled for next meeting	
GE Assessment Update	- Tabled for next meeting	

By Anita Kuiken 2/25/10