General Education Committee Meeting Minutes

February 9, 2017

Members Present: Jenn McNamara, Carol Van Der Karr, Kevin Sheets, Frank Rossi, David Smukler, Andrew Young, Kim Stone, Bruce Mattingly, Chris Manaseri, Erin MCarthy, Lisa Czirr

Members Absent: Abby Thomas

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| **Topic** | **Comments** | **Action** |
| **Approval of 1/26/17 minutes** |  | Minutes approved |
| **Course Proposal Guidelines** | The committee discussed and edited the GE Course Proposal Guidelines document. | The Course Proposal Guidelines document will go to Faculty Senate for approval. |
| **GE 11 Email and Survey**  **Assessment Update** | The committee revised the language for the email to accompany the campus-wide survey about GE 11.  To be discussed later. | The survey and email will be distributed to campus (aimed at all students, faculty and staff).  Jenn will send a reminder to subcommittes about reviewing syllabi |
| **Adjourned 9:30** |  |  |