***General Education Council*
approved minutes
Tuesday, Feb 5, 2019
noon-1:30pm, West Science 2803**

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| ~~January 22, 2019~~ | February 5, 2019 | March 12, 2019 (NSF 2137) | April 9, 2019 |
|  | February 19, 2019 | March 26, 2019  | April 23, 2019 |

**Present:** Mike Burgmeier, Jim Cantrill, Brent Graves, Lanae Joubert, Brian Zinser, Judith Puncochar, Kim Rotundo, Lamart Hightower, Dan Cullen

1. Approval of Minutes
	1. Jan 22, 2019 - approved
2. Reports:
	1. Brent Graves – Chair
		1. Introduce Dan Cullen – Accreditation Coordinator
		2. Share site – GEC members are having issues with accessing documents to be reviewed; some solutions to get GEC members access to documents that need to be reviewed:
			* Log into Share.NMU.edu; Click on General Education Submission; On far right side of screen - Click on “Recent Activity” – then click on “Full Report of Recent Activity”; search the correct date (perhaps since our last meeting); Then click on the green “Show recent activity”; then scroll through the list to find names of folks that have recently submitted documents. Click on their name or the document – supposed to be intuitive from there, but there may be a long list of documents listed to still scroll through to determine which one to download onto your computer to review
			* Discussed creating a new holding place and/or process for getting proposals

 to GEC members to review before meetings.

* + - * + Jim to identify contact person to add link to excel spreadsheet
				+ Mike to update/modify spreadsheet
		1. Election procedures – Currently, GEC reps are to be elected by a vote of the faculty; CEC’s operating procedures (not called bylaws to maintain flexiblity) state nominations and 100 word narratives will be sought; discussion ensued about what the CEC operating procedures have listed for the Gen Ed Council membership; may need updating to reflect appropriate positions and the manner in which GEC holds membership; GEC website needs to be updated with membership/title as well; Currently needs to be 5 faculty members to be a quorum
		2. Econ 140 for Math Competency – GEC agrees it’s a standard procedure that Math department decides GE inclusion/exclusion for meeting math competency
	1. Jim Cantrill - Director of General Education

1. Obligation of assessment phase will be work so keep this in mind to recruit members to GEC

2. Dan and Jason and Jim met to design the Qualtrics Assessment template or other platform to collect GE outcomes data (platform needs to have the capabilities to upload documents or embed them); Would like to beta test the assessment tool in advance – more to come

 **C.** Judy Puncochar – Assessment Coordinator of Academic Programs and Service Units

1. Stepping away from GEC with Dan’s arrival, but will still be evaluating the GEC process

2. Shared that she has a large data Excel file with feedback from alumni (survey feedback). Asked GEC for feedback on how to share the data with academic programs; GEC feedback: the original Qualtrics data should be able to sort/filter the data the way you want it to get it to the programs that could use it (Paul may be able to help?).

1. New Business

None

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**A**. History – HS 330 Sports History (Perspectives on Society) – received clarification from Gabe Logan; approved by consensus

**B.** History – HS 339 US Immigration History (Social Responsibility) – received clarification from Gabe Logan; approved by consensus

**C**. History – HS 135 Virtual Tours (Integrative Thinking) – did not get to

**D**. History – HS 255 Asian History (Social Responsibility) - did not get to

**E.** History - HS252– Middle East 600 – did not get to

**F**. HS251 - Latin American civilization - did not get to

**G.** HS 253 – Ancient Med World – did not get to

**H.** HS 283 – US Women’s history – did not get to

5. Good of the Order – did not get to

Meeting adjourned @ 1:37pm

Minutes drafted by Lanae Joubert (School of Health and Human Performance)