

**General Education Council**  
**approved minutes**  
**September 30, 2019**  
**8:00 - 10:00 a.m., Thomas Fine Arts 317**

Attendance 9.30.19

Brian Zinser  
Kim Rotundo  
LaMart Hightower  
Lanae Joubert  
Daniel Cullen  
Stephan Larson  
Bruce Sarjeant  
Jim Cantrill

**1. Approval of Minutes**

- A. September 16, 2019 (attached) *—all approved*

**2. Director (GEC Chair) Report**

- A. Association for General and Liberal Studies (AGLS) Summary – Jim reported on his attendance to the Gen Ed conference. Dashboards to report outcomes. Nov 19, luncheon on Nov 19 webinar on Gen Ed. Attended sessions dealing with 3 arms: (1) Metacognition in Gen Ed minors; (2) how we report out Gen Ed results to different audiences on different platforms; (3) how do we generate *wicked* students (wicked problems/solutions) with group work doing wicked assignments; (4) selling the value of Gen Ed to students; next year in St. Louis
- B. SCII and EFCC Reports Update – some reports have been submitted with a few items missing; authors need to submit one cover sheet for each of the artifacts so that the council can determine why they were proficient or not, especially if the artifacts show how students made proficiency in different ways; best to revisit deadline date of Oct 1 in the future as this is a busy report time of year (T&P, sabbatical, CUP, GPC – all due Oct 1)

**3. Old Business**

- A. Recension of EN 250 Approval – Wendy replied with a ‘please wait’ on this course for Gen Ed as the course still needs approval from Dept (pending)
- B. Response to the Academic Senate re: Operating Procedures – Alec replied with 3 issues of concern: (1) elected by faculty at large through committee on elections committee (2) director serving as chair (3) election within GEC about electing the director as chair. The GEC operates with very few members and we have a lot of reports coming in so we need more individuals. Problematic if in our operating procedures states that the director is always the chair. Easier for us to change our operating procedures than it is for the senate to change their operating procedures. Faculty members being appointed by CEC rather than voted. Date of election – calendar year vs academic year. The internal election of positions within Gen Ed could happen in either winter or fall? We need to revisit our operating procedures.

**4. New Business**

**A. Proposals for Initial Review**

1. ED 495 – a 495 course may be given General Education designation for one semester as a 495 (special topics), but then needs a CUP proposal to be an official course for consideration of permanent General Education designation; If they would like it to be considered for world cultures as well, that needs to be requested and justified (Gen Ed has no form to submit for this but we could revisit this in the near future); there are financial aid regulations of not being able to cross academic semesters (total of 2 weeks outside of the semester either before it begins or after it ends, but not both for Gen Ed courses since Gen Ed belongs to all programs) – could do 3 credits plus 1 credit in different semesters, but this course would need to reapply to consider meeting the parameters within the 3 credit course for students to get the Gen Ed credit and meet

world culture minimums. Proposal needs to be resubmitted per Gen Ed Council suggestions.

**B. GEC Review of Reports Norming Exercise**

1. Steps for Gen Ed Council to review (deep dive)
  - a. Read the Qualtrics PDF template to see if they checked as planned or alternative plan
    - i. If they checked plan then look at which artifacts they said they planned to submit
    - ii. Summary sheet – everyone accounted for?
    - iii. Look for the artifacts submitted to align with plan
    - iv. If alternative plan then check to see they added a rationale for why it was alternative and consider whether or not the artifacts submitted are acceptable
  - b. Were all artifacts submitted?
  - c. Was there an evaluation/reflection of their assessments used?
  - d. What do they report they will do differently if not meeting proficiency levels intended?
2. SP 100 – discussion ensued; great report; all components submitted and good reflection; could be more succinct with submitting reports on just what was planned.
3. CH 111 – discussion ensued; decent report; will provide feedback for some improvements for next reporting round.

**5. Good of the Order**

**6. Next Meeting** – October 14, 2019, TFA 317 – 8am

Meeting adjourned @ 10:04am – submitted by Lanae Joubert (SHHP)

**Notes to Jim:** Consider revising the plan application documents to state that the Gen Ed Council only needs a sample artifact of one assessment (for example, even though it states that a majority of the course should include/assess ethics, the Gen Ed only needs an example of how this was assessed one time throughout the course). Remind GEC which reports to examine for next meeting.

**Notes to Dan:** Please place the original approved proposal plans on the GEC AoL shared google drive so they are easier to find when comparing submitted artifact materials. Automatic reminders will not work, thus manual reminders will need to take place from Jim