



**General Education Curriculum Committee
Meeting of May 11, 2011, Noon Luncheon**

Minutes

Attending (Voting): Brandt, Cox, Koerselman, Mansfield-Jones, Martin, Masolo, Menezes, Singleton, Weinberg, Wolfe, Zimmerman. *(Non-Voting):* Bays, Billingsley, Carden, Dietrich, Karega-Mason, Steinberg. *(Guest):* Alicia Miller (alternate representing the A&S Curriculum Committee).

Acknowledgements

Alicia Miller was welcomed and the voting and non-voting members were thanked for their contributions and service throughout the academic year.

Approval of Minutes

The revised minutes of April 8, 2011, were approved and would be posted with the appendix (Cycle I General Education Program Assessment Results: 2005-2010).

Syllabi Review Update

Karega-Mason and a subcommittee met with Connie Shumake and Cheryl Gilchrist to explore the Blue eXplorance software (also used for course evaluations) that will be used for the syllabi review project. The electronic questionnaire will be detailed with clear questions requiring “bubble dot” answers. This task will coincide with the university-wide Blackboard syllabus collection (a SACS requirement initiative) targeted for the fall semester. Once the syllabi are posted, the questionnaire will be sent to readers along with the learning outcomes (Humanities, etc.) that correlate with the assigned course. If the syllabus is divided by learning outcomes, the reader will review this section rather than the whole syllabus. The syllabi for the general education courses (some with multiple sections) will be divided among the full membership of the GECC to expedite the review process within 2-3 weeks. The set-up is electronic with a log-in option and the readers will view the course syllabi.

*Action: During the summer, the template (literally a checklist) will be completed.

CD Petition Subcommittee

Cox recapped the work of the subcommittee and thanked the members for their service. One of the approved petitions was posted as a “model sample” on the CD Petition site. During the academic year, two (2) petitions were approved and 21 were denied despite 5 appeals. Two current petitions are pending for review, and one of them is an appeal. The breakdown of the type of petitions included 10 CD1, 14 CD2 and 1 for Life Experience consideration. The subcommittee has made good efforts to assist the students in understanding the process (including a rubric), but there’s still a disconnect in following the guidelines.

*Action: Billingsley will ask the Office of Advising Practices to add this item to their agenda with the advisors to encourage students to follow the prompts instead of writing whatever they want. Karega-Mason offered to meet with the advisors to explain the criteria and guidelines. Also, Billingsley will notify advisors that students can petition for CD credit only.

New/Pending Business

STOMP Module: The First-Year Initiatives Office is revising part of their STOMP Module and needs assistance from a faculty member with the general education segment. Billingsley commented that the committee should be interested in what students are being told about general education and suggested that the chair represent the GECC.

*Action: Brandt volunteered to assist Koerselman with the text and recording, working with Christy Metzger.

Critical Thinking Outcomes: Discussion pending.

Next Meeting

Although the business of assessment would continue during the summer, the full committee would not meet again until September. Any urgent matters could be handled through e-mail.

Prepared by Kathy Carden