

**General Education Curriculum Committee
Meeting of September 23, 2011, 2:30 p.m.**

Minutes

Attending (Voting): Brandt, Crespo, Futrell, Koerselman, Leichty, Mansfield-Jones, Maron, Martin, Masolo, Mattingly, Reynolds, Singleton, Weinberg, Wolfe, Zimmerman. *(Non-Voting):* Bays, Billingsley, Carden, Dietrich, Karega-Mason, Reed, Steinberg.

Introduction of Members

New committee members (Latisha Reynolds, Greg Leichty and Carrie Mattingly) and continuing members were introduced.

Approval of Minutes

The minutes of May 11, 2011, were approved.

Review of Charge

The Function and Structure document was distributed. The GECC is a recommending body to the Provost.

Election of Committee Chair

Herbert Koerselman was unanimously re-elected as chair.

Review of Reference Binders

Carden distributed updated reference binders to the new members and revised replacement documents to continuing members. Documents that were updated included the CPE Gen Ed Transfer Policy, an update to the CIF link that was embedded in several documents, etc. The CIF (course inventory form) is now interactive.

Pass/Fail Grades Policy and Transfer Issue

Steinberg addressed a general education transfer policy issue at a recent CPE meeting about Pass/Fail grades and whether UofL's policy applied to native students only or all students. The issue was raised by an advisor's inquiry on behalf of a student already admitted to Speed School.

Current Policy (published): Based on the unanimous recommendation of the GECC (recorded in the minutes of January 9, 2009), the following UofL policy states that:
"No course taken for a pass/fail grade will be counted as meeting a general education requirement."

Although most state institutions do not credit pass grades in general education courses taken by native students, they do not hold the policy against transfer students where there is a general education equivalency. There are two exceptions: KCTCS allows pass grades to count for "electives only" for both native and transfer students; KSU, like UofL, does not count pass courses for native students, nor does it have a rule in place for transfer students (classes taken externally and transferred in).

Discussion about reluctance in giving transfer students advantage over native students was countered by a desire not to disadvantage transfer students (from the perspective of a financial and time commitment, the null effect on GPAs, and provisions not to penalize students coming out of the military). Leichty and Futrell did not see a problem based on the few transfer students who would be aided by a revised policy, but Koerselman and others agreed that the allowance should include a limit of 6 hours. Reed commented that such allowances would be treated as exceptions in degree audit and would require manual processing. Martin made the following motion that was seconded and approved as an addendum to the current policy:

Revised Policy (draft wording): “Incoming transfer students may receive up to six hours of credit for general education courses graded ‘Pass’ at another institution.”

*ACTION: The revised policy that differentiates native/admitted students and new transfer students will become effective Summer 2012 and is not retroactive.

Update on SACS

Billingsley reported that the SACS Steering Committee and subcommittees are just now being appointed. An initial meeting will be held in late October. The SACS report is due March 2013.

Assessment Update

Karega-Mason reported that the assessment readings for the Humanities, History and English Literature departments were completed on Saturday, September 17, and that the LiveText pilot went well. During the summer she worked with the assessment subcommittee.

*ACTION: The full assessment report will be ready for the October GECC meeting.

Syllabi Review Project

Karega-Mason reported on the progress of the syllabi review project, which is being coordinated with Connie Shumake and Institutional Research. Julia Dietrich assisted with the design of the questionnaire. The targeted date for the extraction of the syllabi is October 31, 2011. General education course syllabi will be reviewed to determine whether all general education learning outcomes and corresponding assessments are stated and meet the guidelines. Answers will be tallied based on a “yes” or “no” checklist with a “section for comments” (for those courses that are questionable or that meet some of the guidelines but not all). Using the Blue eXplorance software, each GECC member will be sent an individual link with the uploads for 1) their specific course assignments, 2) the syllabi and 3) the questionnaire (learning outcomes are stated on the questionnaire). A one-hour training/practice session will be scheduled prior to the actual assessment. Koerselman recommended that the assessment be completed during a two-week time frame (November 1-15). A subcommittee may need to address courses that don’t meet the guidelines.

*ACTION: Notification about the training session will be sent (tentatively scheduled for October 28 at 2:30 in the ERTC Room).

i2a/GECC Collaboration

Bays reported no updates on the alignment of critical thinking and general education.

STOMP Module

Koerselman reported that time constraints prevented him and Brandt from updating the general education segment of the STOMP Module; however, they will work with the First-Year Initiatives Office to assist with future edits.

Subcommittee Service/Request for Volunteers

Course Proposal Subcommittee: Mattingly volunteered to serve as the new student representative; continuing members include Weinberg, Mansfield-Jones, Singleton, and Futrell with Carden facilitating the subcommittee and the course proposal process.

*ACTION: The group will meet as soon as possible following the November 15 course proposal submission deadline.

CD Petitions Subcommittee: Latisha Reynolds volunteered to serve as the replacement for Fannie Cox; continuing members include Karega-Mason (non-voting), Steinberg (non-voting), Masolo, Singleton and Brandt (student rep).

*ACTION: When the committee convenes in October, approximately ten petitions (received over the summer) will be reviewed based on the guidelines.

Assessment Subcommittee: Martin volunteered to join the subcommittee; continuing members include Karega-Mason, Dietrich, Wolfe and Bays. The group works closely with Ann Larson and other staff in Education to coordinate the assessment program and to determine the best assessment approaches

Next Meeting

The next GECC meeting was set for October 14 at 2:30 p.m. in the Jouett Hall Conference Room.

Prepared by Kathy Carden