I. Approval of Agenda

VanOverbeke made a motion, seconded by Coller, to approve the agenda. Motion passed unanimously.

II. Announcements

A. Electronic approval of minutes, October 21, 2010. The amount of materials in the agenda packets was discussed and it was decided that these materials, when possible, would be sent as e-mail attachments. This process will be added to the working rules. Anyone wishing to receive hard copies is to let Smith know.

III. Old Business

A. Assessment Plan. Douglass stated that she has no report, but this needs to stay on the agenda. There needs to be a plan and data in place for current general education goals. The university has to report on the current plan and address how those outcomes have been measured for the Higher Learning Commission, North Central Association accreditation in 2014. Data for individual courses can be used, but university-wide data on the general education program is also needed. Discussion followed regarding collecting data. Douglass responded that it is up to the GEC as to how to proceed. She recalled that a technology assessment had been done and results from the University Writing Project can also be used. Changnon stated that there needs to be an intentional review of the data that are currently available and to identify specific outcomes to see what can be assessed immediately. He suggested a GEC subcommittee could be created to take on this project. Douglass added that focus groups and the technology assessment could be easily done again.

B. Baccalaureate Review Process and Update. Long reported that the Undergraduate Coordinating Council (UCC) received the minutes from the Committee on Undergraduate Curriculum (CUC) meeting of October 14, 2010, which included the CUC approval of the Baccalaureate Review Task Force proposed purpose statement, goal definitions, and learning outcomes. He added that the task force is now discussing the next steps and will have a retreat prior to the start of the spring semester. Long indicated that all GEC members will be asked to attend. Items for discussion will likely include (a) how to increase awareness of the new goals
and learning outcomes, (b) how to evaluate the goals across general education, majors, and the co-curriculum; and (c) how to align general education goals with the baccalaureate goals.

C. GEC Working Rules. Klonoski stated that this is a working document and asked GEC members to feel free to make suggestions. The GEC was provided with the most recent version, including revisions from Douglass. Long made a motion, seconded by Chakraborty, to APPROVE THE LATEST VERSION OF THE WORKING RULES. Motion passed unanimously.

D. Revised Rubric. The GEC received copies of the most recent version of the rubric. Long reported that he incorporated the changes suggested at the last GEC meeting. Douglass asked about the possibility of faculty development regarding assessment and Long responded that he is working with Murali Krishnamurthi, director of Faculty Development and Instructional Design Center to develop programs on assessment. Discussion followed regarding making the resubmission form an online form with pop-up boxes that provide examples of what should be submitted.

E. General Education Website. Long reported that he hopes to have this up at the beginning of 2011. It was clarified that the website will have content for both students and faculty/staff. Hastings asked if there would be a list of general education courses and Long confirmed that there would be links to that section of the catalog. He added that this would be an evolving project and welcomed all input, especially from students.

F. Resubmission process: The initial discussion addressed how involved the college curriculum committees should be in preparing and/or evaluating the resubmissions. It was decided that there needs to be an indication that the resubmission was addressed by the appropriate college curriculum committee. Long will communicate this to the colleges. It was also suggested that when Long meets with the colleges that he could get feedback from them on their processes and how information is disseminated. Often departments are caught off guard when asked to prepare resubmissions. Additional communication to departments and colleges letting them know what the GEC expects with regard to assessment and the resubmissions was discussed and several members agreed to work on a draft of that letter. It was also decided that a letter requesting assessment data be sent annually to every department with a general education course so that when the courses are up for review, an assessment plan should be in place that will be easy to compile for the resubmission. Additional discussion on resubmissions included issues related to accessibility, academic integrity, religious observances, and inclusion of general education learning outcomes as part of the course syllabus. It was also suggested that teaching general education courses be considered a privilege and perhaps have a reception with the university president to further make the point.

G. HIST 323 Resubmission. Long led the discussion and the GEC went through this resubmission. Two goals that are addressed by this course were identified as a.ii., Students communicate in a manner that unites theory, criticism, and practice in speaking and writing; and b.i., Students demonstrate knowledge of the historical and prehistorical development of societies and cultures, and of the relations of such development to the present. It was pointed out that there are no specifics regarding assessments and no information as to how they are using data they collected. Discussion followed regarding what the resubmission needs. The GEC decided to give this resubmission a conditional approval but that the department needs to provide specific assessment data in two years. It was suggested that the department be provided with examples of what the GEC is looking for. It was once again apparent that more education about what assessment is needs to be done among faculty.
H. BIOS 105 and BIOS 107. Klonoski reported that he received what the GEC requested from the Department of Biological Sciences, but the GEC had not been provided with any additional information. Smith will work on pulling together background information to provide to the GEC at the next meeting.

I. GEC semester/year time table. Smith is working on this.

J. "General Education & Liberal Learning" 30-minute Faculty Development, review Parts One and Two. This was deferred to the next meeting due to time constraints. A brief discussion took place about how to support discussion of broader general education issues and encourage attendance.

IV. New Business

A. Submission of new course (HIST 170) for general education credit. The main topic of the course was discussed and the GEC agreed that the less Eurocentric content is appealing. It was also clarified that if the GEC did not approve the course for general education credit, they could still offer the course. Discussion followed regarding whether or not it was appropriate to review a new course submission when the GEC did not have the appropriate rubric and while the general education program is being reevaluated. It was decided to reevaluate this submission after the subcommittees have met on the resubmissions.

B. Subcommittees. General Education Committee members were provided with the subcommittees memberships and courses they will evaluate. The timing of the subcommittee work was discussed and it was decided that the resubmissions would be sent to the subcommittees in time for them to evaluate by the January 20, 2011, GEC meeting.

C. Curricular Items from the Committee on Undergraduate Curriculum. Long made a motion, seconded by Hastings, to APPROVE THE COURSE REVISION TO TECH 245. **Motion passed unanimously.** VanOverbeke made a motion, seconded by Long, to APPROVE THE COURSE REVISION TO PHHE 295. **Motion passed unanimously.** Luo made a motion, seconded by VanOverbeke, to APPROVE THE DELETION OF JOUR 150. **Motion passed unanimously.** Long made a motion, seconded by Luo, to APPROVE THE COURSE REVISION TO CHEM 100. **Motion passed unanimously.** The addition of HIST 170 as a general education course was tabled (see discussion above). VanOverbeke made a motion, seconded by Long, to APPROVE THE COURSE REVISION TO HIST 171. **Motion passed unanimously.** The course revision to POLS 220 was discussed and it was decided to table since it was unclear if a crosslisted course can be added if that crosslisting isn’t also available for general education credit. Regarding STAT 208, Klonoski noted that what it looks like the division is doing is itemizing what they are teaching. VanOverbeke made a motion, seconded by Long, to APPROVE THE COURSE REVISION TO STAT 208. **Motion passed unanimously.**

V. Adjournment

A motion was made and seconded to ADJOURN. **Motion passed by acclamation.** Meeting adjourned at 2:50.
The next meeting will be January 20, 2011, 12:30, AL 225.

Respectfully submitted by Donna Smith, Catalog Editor/Curriculum Coordinator