General Education Curriculum Committee
October 22, 2015

1:00 pm SHPS Conference Room, 3124 WSW

Present: Roy Barnes (Ex Officio), Molly Brennan, Elizabeth Collardey, Jeff Kupperman, Ming Li, Cameron McLeman, Cathy Miller, Lyndsae Raleigh (Administrative Support)

Absent: Elizabeth Collardey, Amged Eidelsafy (Student Representative), Sarah Lippert, Shan Parker (sabbatical), Representatives from the CAS, SHPS and SOM curriculum committees

The meeting was called to order at 1:10 pm.

The minutes from the October 1 meeting were approved.

Roy Barnes introduced new administrative procedures for course approval. (See handout.) Roy first gave some background on the role: Sandy Alberto previously had a percentage of her job allocated to general education, which has now changed. Because the Provost and Associate Provost and Dean of Undergraduate Studies are more involved in general education, the Associate Provost’s Administrative Assistant, Lyndsae Raleigh, will be taking over the associated administrative responsibilities, including course approval. Recent changes also indicate that it will be more efficient to decentralize some parts of the process, including reimbursement for FYE course expenses. Roy Barnes will forward copies of the new procedures to committee members.

A member of the committee asked who receives the SIS-generated emails in the course approval workflow, because unless they’re going to the right contact in each school or college, they may be overlooked. Lyndsae Raleigh will check and report back to the committee. Note: The Registrar’s office has indicated that the emails are sent to Roy Barnes (CAS), Yener Kandogan (SOM), Donna Fry (SHPS), and Jeff Kupperman (SEHS).

A committee member asked about the process for approving courses resubmitted after not being approved in the previous year. The submitting department should add a note indicating that it is being submitted again, answer any questions posed by the reviewers, and indicate the learning outcomes. The resubmitted courses need only be approved by the departments that didn’t approve them the previous year.

There were no non-equivalent courses for review.

General Education Courses:

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Approved Courses</th>
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<tbody>
<tr>
<td>ARH 110</td>
<td>Science and the Visual Arts Across the Ages</td>
<td>2, 6, 8</td>
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<tr>
<td>DAN 225</td>
<td>Classical Repertory</td>
<td>1, 4, 8, 11</td>
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<tr>
<td>EDM 120</td>
<td>Math for Elementary Education I</td>
<td>1, 6, 7</td>
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The committee discussed training units on the general education course evaluation process and developing stricter guidelines to refine the process. Members agreed that this would be beneficial. Cathy Miller will work on an outline to be discussed at a future meeting.

Roy discussed plans for a joint forum between General Education faculty and FYE faculty regarding goals and learning outcomes, tentatively planned January 2016.

The meeting was adjourned at 2:06 pm. The next meeting will be held on Thursday, November 5 at 1:00 pm in 3124 WSW.