

General Education Council
Minutes
September 12, 2011
PAC 493
10:00 – 11:30 a.m.

Present:

Heather Dell
Erin Lesko
Donna Bussell
Steve Schnebly
Richard Gilman-Opalsky
Donald Morris
Harshavardhan Bapat
Pinky Wassenberg
Tung Nguyen
Karen Moranski

Absent:

Amanda Binder
Peter Shapinsky

I. Approval of the Minutes from August 29, 2011.

Richard Gilman-Opalsky moved to accept the minutes, Donna Bussell seconded the motion. All were in favor to approve the minutes of August 29.

II. Updates from last meeting.

Heather spoke with Tammy Craig on the engagement experience of UNI 205. She will re-work the syllabus.

Freshman Seminar brown bag – a podcast will be forthcoming.

III. Breakout into groups to begin working on two of the issues needed to be done this year. 10:20 a.m.

A. New Course Form Revision – Don Morris, Tung Nguyen, Pinky Wassenberg, Steve Schnebly, Karen Moranski

Heather asked the committee to be aware of the fact that the course revision forms acknowledge baccalaureate skills but not learning outcomes.

B. Comparative Societies Assessment – Donna Bussell, Richard Gilman-Opalsky, Harshavardhan Bapat, Erin Lesko, Heather Dell

- IV. At 11:15 the groups came together to report on their discussions.
- A. Some of the discussion items regarding the revision of the New Course Approval and Change Forms and the General Education Checklist are as follows:
- The New Course Approval form and check list can be merged into one form.
 - Have more dropdown menus in order to allow only one choice to be made instead of marking wrong boxes or more than one.
 - How course is staffed and when is it offered will be thrown out because that is a scheduling issue.
 - The Office of Undergraduate Education can compile information cross-colleges depending on what their needs are. We keep track of that information.
 - This is a course creation form and it tells how to get a course up and running. That is one process. A second process is used to schedule and staff the course.
 - Some information is required for Records to enter into Banner. Most can be simplified for faculty use.
 - Possibly have an instruction sheet to refer to e.g. lower division courses will have a certain number of workload and faculty hours.
 - Cut down on wordy checklist and maybe have minimum requirements like the ability to read.

B. Comparative Societies Assessment:

The committee tweaked the Rubric and was able to get through 5 out of the 7 categories. They changed the 3 headers to be named novice, intermediate and advanced. They went through the learning outcomes and had an exchange about what we are using this for, largely to keep it for assignments. How to use the tool for evaluation was discussed and it is clear it is to be used for student work, design as its primary focus.

Action: Heather Dell will write up the changes as discussed.

Next Meeting: September 26, 2011 in PAC 493 at 10:00 a.m.

Adjourned: 11:29 am

Respectfully submitted,
Deb Ply