

## General Education Committee Minutes

September 10, 2018

Present: Shirlene Small (SS), Kathy Delker (KD), Aaron Rife (AR), Matthew Muether (MM), Kim Sandlin (KS), Sally Fiscus (SF), Amy Drassen Ham (ADH), Rannfrid Thelle (RT), Steve Oare (SO), Linnea GlenMaye (LGM)

1. Welcome by the committee chair – Shirlene Small
2. Approval of minutes from 4/23/18—no suggested changes—passed minutes.
3. Introduction of the new Officio officer, Dr. Linnea GlenMaye, Associate Vice President for Academic Affairs: worked with Rick Muma, excited to work with everyone here.
  - a. Everyone on committee introduced themselves
4. Curriculum Change Form for:

WSUA 102 Contemporary Civil Rights Movements in the United States

  - a. Issues? KD: First page of syllabus, did list the gen ed outcomes with the first year seminar—one of them is writing and speaking—nothing outside of discussion. Don't know about any evaluation of discussion/speaking.
    - i. AR: Writing more important than speaking?
    - ii. LGM: What about the presentation of a paper.
  - b. Discussion about grading of discussion portion of grading, some questioning about need. SS: The **Longer Paper** shows a presentation with the paper.
  - c. Are we wanting a rubric for how points are assigned for discussion? RT: if we start asking for rubrics, are we going to ask for rubrics for all assignments, papers?
    - i. SO: I don't think we want to look at rubrics (general agreement)
  - d. SO: Outcomes, doesn't show how they are measured. ADH: this is a university standard, HLC requires linking to assignments. AR: Do we pass this with suggestion to tie outcomes to assessments?
  - e. KD: Not sure the scavenger hunt meets the library literacy/information literacy needed for FYS course—current instructors use library resources, have librarian visit with class, do online modules. ADH: Not comfortable dictating what somebody has to do for their assignment. (some discussion whether to suggest, to leave up to FYS program, or deal now with CCF)

- f. LGM: Dr. Henry has a session set for going to library, would this not work? SS: Also, syllabi can change in specifics, such as working with the librarian—we can make a suggestion to her. SO: The scavenger hunt might meet the needs, a different approach.
- g. SS: I suggest we approve and make recommendation to align learning outcomes with assessment and looking closer at skillsets. KD: We should make strong recommendation to work with the librarian on research/scavenger hunt. ADH: I suggest we make suggestions, but do not require or make strong statement as to how Dr. Henry teaches her class.
- h. SF: Would this be an Intro to Humanities course? We seem to think so.
  - i. RT: suggest we add to template for instructors to put how their course would classify.
- i. LGM: Asking for clarification, I am looking at our syllabus template, I do not see learning objectives tied to assignments—do we have a syllabus that lays this out? ADH: I thought the university accessible shows ties—LGM: it just states that they have to be measurable. I want to make sure our syllabi are accurate. If something different for gen ed/FYS, we need to have our model syllabus reflect what is required.
- j. Various discussion on issue. MM: Let's have one template that covers everything needed, dangerous to have multiple templates. KD: Some are for FYS pilot program, do we make that clear in the syllabus which parts are specific for the program.
- k. SS—important to consider, but let's save it for the next meeting, for now focus on approval of CCF—WSUA 102. ADH moves, SO seconds, approved.
- l. SS—move to look at master template, determine what needs to be added. Committee approves. ADH: This change may be needed just for HLC review that will be coming for the university. We can tweak the language, demonstrate they are linked with assessment measures. LGM: I want to make sure we are proposing changes, that it is in the purview of the gen ed committee—it is not clear to me that the changes need to be brought to anyone else other than ourselves. ADH: Perhaps to executive committee, to make them aware/get their input on our suggestions for FYS changes and HLC ties.
  - i. LGM: This may have larger implications/ramifications than faculty senate.
  - ii. KD: The template for FYS specifically came from Gen Ed, do we want to take a bite at university-wide syllabus, or is it beyond us? ADH: I agree, some of these

things may belong to another committee. SS: The general syllabus either needs to be under purview of Dr. Morgan or the gen ed revision committee.

- iii. ADH: Instead of separate syllabi, have pieces that indicate IF teaching FYS, employ this section, IF teaching gen ed course, employ this section.
- iv. Discussion over whether changing university syllabus is gen ed's responsibility, or elsewhere. SS: Our purview is making appropriate language for FYS courses.
- v. SO: "throw a wrench"—some classes don't fit a template. Can we have a checklist? AR: Don't think we can do that. SS: People can adjust as they need, per own creativity.

5. Comments/Information – Registrar's Office

- a. SF: We have study abroad courses we are going to ask the committee to review for gen ed. These are courses not offered here but can work with study abroad—we need I&P and Further Studies. Perhaps 20 courses, we reviewed them in the registrar's office, not normal, but students enrolled in them this fall.
- b. ADH: I move we put them all on one agenda and get through as many as we can.
- c. LGM: How does the registrar's office get into that, able to approve of gen ed? SF: Registrar's office has authority to approve gen ed in cases when course is very similar to what is already approved, usually for transfer students. For example, Sociology intro course—we don't approve new courses, just gen ed attribution of courses. Quick way to get transfer students taken care of—we are very conservative on this judgement. Courses that fall into gray area get brought into gen ed committee, that is what is happening with the study-abroad issue. International education is asking us to do more now.
- d. RT: Modern Languages was asked to create a shell course to accommodate study abroad courses from other places, is that what this is?
- e. SF: No, that was probably for major requirements.

6. As may arise

7. Nothing

Set next meeting date

- a. Sept 24<sup>th</sup>, same time—standard 2<sup>nd</sup> and 4<sup>th</sup> Mondays.

8. Adjourn—approved

