***General Education Committee Meeting***

**Minutes 12-11-2023**

***Members in Attendance***: Samantha Corcoran, Gina Crabtree, Kimberly Engber, Sally Fiscus, Julie Henderson, Linnea GlennMaye, Angie Paul, Sandra Sipes, and Jan Wolcutt

Absent: Natalie Delacruz, Robin Folkerts, Brittany Lockard, Joshua Mallard, Mathew Muether, Carolyn Shaw

***WELCOME***

Linnea informed the committee that chairperson Brittany Lockard would not be able to attend today, and that she asked that another committee member lead the meeting. Gina Crabtree agreed to bring up the relevant documents for the committee to view and Samantha Corcoran agreed to chair the meeting.

***COURSE PROPOSALS***

***BIOL 220: Introduction to Microbiology***

* This course is already a Gen Ed course, but this proposal seeks to remove Chem 103 or Chem 211as prerequisites, and to change the course description. Nursing and Dental Hygiene faculty, whose students are required to take this course, said that the change does not concern them, as chemistry is already required for their students.
* It was moved and seconded to approve the proposal. Approved 5-0
* Carolyn Shaw was not at the meeting but left the comment that the chair should send a courtesy reminder for the instructor to be sure to check for the latest syllabus template before the next time they teach the class.

***Biol 223: Human Anatomy and Physiology***

* This course is already a Gen Ed course, but this proposal seeks to remove Chem 103 or Chem 211as prerequisites, as the prerequisites are no longer needed and are causing a bottleneck for students. The prerequisites are overridden now, so this is just the official removal from the catalog.
* It was moved and seconded to approve the proposal. Approved 5-0
* Carolyn Shaw left the comment that the chair should send a courtesy reminder for the instructor to be sure to check for the latest syllabus template before the next time they teach the class.

***Comm 355: Race and Media***

* This is a new course, which is to be an undergraduate version of a graduate class that is already on the books.
* The course already satisfies the Gen Ed outcomes, but the instructor did not include the Gen Ed matrix in his syllabus, even though he did tie the outcomes to the criteria in CIM> Brittany will contact the instructor, Phillip Samuels, to provide an updated syllabus using the latest syllabus template with the GEP matrix linking outcomes to measures, as he did on the CIM form. The instructor does not need to resubmit the proposal.
* It was moved and seconded to approve the proposal. Approved 5-0

***English 332: Young Adult Literature***

* This is a new course, but it seems very similar to courses already being offered by other departments. The decision has been tabled until Sally can contact department representatives to verify that this course is different from English 534 class and CI 316.
* The course had been rolled back for the instructor to add the Gen Ed outcomes to the syllabus that were listed in CIM and to remove the first-year seminar outcome rubric from the CIM proposal.
* Carolyn Shaw left the comment that the chair should send a courtesy reminder for the instructor to be sure to check for the latest syllabus template before the next time they teach the class.

***ENGL 374 Literature in the Audio Age***

* This is a new course, with a note from Katie Lanning in Communications that says ENGL 374 does not overlap with Comm 406.
* The committee discussed whether a 300-level course with a prerequisite meets the requirements to be a Gen Ed course, since students would need to wait until their sophomore year to take it. KBOR views Gen Ed classes as classes without prerequisites, but WSU does not have this requirement, so the committee felt that it could not refuse approval based on the regent’s preferences.
* It was moved and seconded to approve the proposal. Approved 5-0

***ENGL 376: Writing Graphic Narratives***

* This is a new course requesting the Gen Ed attribute.
* This course seems very narrow in its focus, which may not be appropriate for a Gen Ed course. There was also concern about it being a 300-level class with 2 prerequisites, which means students could not take this course their first year.
* The proposal had been rolled back, and the committee decided to table ENGL 376 until Sally can review whether other GEP classes have 2 pre-requisites.

***MUSC 336: Survey of the Wester Musical Canon***

* This is a new course, which has already been rolled back, but not to the appropriate level. It needs to be rolled back to the initiator. At the time it was rolled back, the committee had several concerns: The course schedule is sparse, and there aren’t assigned textbooks/readings/etc. The assessments of the LOs section are unclear. Are there only exams? The syllabus discusses weekly readings and potential responses, but do those measure Los, either Gen Ed or disciplinary? How many points/what percentage are exams worth in the course and is there a general format for them? General Education goals are recommended (but not required) for inclusion in the course. Brittany was going to speak with the instructor, but, since she was not able to attend today, the committee did not feel it was appropriate to vote on the proposal.
* The committee noted that MUSC 160 prerequisite would already count in the Humanities/Fine Arts bucket, so this course could not be used with it to satisfy that requirement. It could be used for one of the two courses in Bucket 7.

***NEXT MEETING***

* Next meeting: This is the last meeting of the semester. The next meeting is January 22.

***ADJOURNMENT***

* The meeting ended at 1:50 pm.