General Education Committee Meeting

Minutes for September 28, 2020

* **Present**: Rannfrid Thelle (RT), Mathew Muether (MM), Linnea Glenmaye (LG), Maria Sclafani (MS), Greg Novacek (GN), Gina Crabtree (GC), Sally Fiscus (SF), Sandra Sipes (SS), Roy Myose (RM), Brittany Lockard (BL)
* **Meeting called to order at 12:30 pm on ZOOM video conference.**
* Welcome by the Chair – Rannfrid Thelle
* New members introduced Sandra Sipes and Roy Myose. Welcome!
* **Minutes from 8-24-20 meeting approved unanimously.**
* On- going Business:
	+ New Course Proposals:
		- New Course: HIST 319: History Beyond the Headlines
			* Comments from committee:
				+ Requirement for students to purchase news subscriptions seems a little vague and may result in undue costs to students. Library based solutions should be presented. Recommend that he contact Ethan Lindsay at the library.
				+ GenEd Outcomes are missing from the syllabus
				+ In Measurable Student Outcomes first bolded sentence is incomplete.
				+ Clarify course description and make consistent between syllabus and CIM form.
			* **Action Item: RT will request updates to adjust the above.**
		- New Course:  ENG 582: Writing and Invention
			* **Motion to approve pending syllabus corrections removing reference to I&P and including gen ed requirement specifically in the syllabus. - Passes 6 yes to 0 no.**
* Registrar’s Office Notice
	+ Course approval timeline -
		- Deadline for CIM through College - Dec 18th
		- Jan 15th final course review from inclusion in the new catalog.
		- Feb – End of review period.
		- March 22 – Catalog goes live
	+ CIM Training – Gina is willing to walk through the CIM system in a future meeting.
* General Education Assessment procedures and duties of the Committee
	+ Background presented by Linnea Glenmaye.
	+ Higher Learning Commission’s Assessing General Education Online Seminar Series
		- RT, MS, and MM participating this week and next
	+ **Action item: Committee members should review the GenEd webpage in advance of next meeting.**
	+ **Action Item - RM has some website corrections and will forward those to GC.**
	+ MS- Should FYS assessment be included in the GenEd assessment?
		- **Action Item – LG will check with David Wright about this. (This may not have been included since FYS is still in pilot.)**
* Next meeting: 10/12 @12:30
* Meeting Adjourns at 13:34.