

Review Subcommittee Update

Top concerns regarding Review:

- Streamlining the review process for both committee members and applicants
- Making the process more transparent and less subjective by clarifying expectations as to what the committee will and need not look for

Needs/support may be required by the subcommittee

- We need to set up a meeting with Jennifer Smith to look into the viability of creating the add-ons and templates outlined above. *(Though this was not discussed, perhaps we could arrange to have her attend our next meeting. — MG)*
- We need Casey or someone in the Provost's office to pull and make available model syllabi that have been approved in recent years for all subject areas and WR.

Timeline:

- We actually made considerable progress addressing them at this first meeting, deciding to...
 1. ...push for developing a nearly automated template-based system for syllabi, much like that already developed by Jennifer Smith for Quest. We discussed, in fact, the possibility of retrofitting the Quest template to accommodate Gen Ed requirements, which would make particular sense given the planned merger of the two committees next year.
 2. ...develop a syllabus template parallel to, but separate from Quest, for submitters looking for Gen Ed designations only.
 3. ... for submitters not keen on using syllabi templates, identify and make accessible more concrete examples of model syllabi that have passed muster for the various Gen Ed designations in the past.
- *(On the issue of timeline, which we did not discuss, perhaps we could discuss, tweak, and finalize this preliminary plan at our next meeting, and take it from there.)*