

**General Education Committee Meeting**

December 5, 2014

Meeting was called to order at 8:30am

**Present:** Elif Akcali, Shannon Cochrane, Elayne Colon, Eva Czarnecka-Verner, Creed Greer, Christopher Hass, David Julian, Tanya Koropecykj-Cox, John Krigbaum, Hrishikesh Kumbhojkar, Bernard Mair, Lynn O’Sickey, Mario Poceski, Heidi Radunovich, Alison Reynolds, Brenda Smith, Lisa Spiryda

**Absent:** Timothy Brophy, Andrew Ogram, Jennifer Rea, Vicki Sarajedini

**1. Minutes from the November 7<sup>th</sup> meeting were approved with the following correction:**

- Use full terms instead of abbreviations in Status column of Courses for Review table

**2. Example Syllabus**

Julian and Cochrane presented a revised example syllabus. The committee suggested adding the writing requirement syllabus requirements to the document and including “A minimum grade of C is required for general education credit.” below the grade scale. Julian requested that the committee review the document and submit additional changes or recommendations by email.

**3. Courses for Review:**

Course#	Title	Current GE & WR	Request	Status
THE 2000	Theatre Appreciation	H, D	Recertification	Conditionally Approve
MUL 2010	Introduction to Music Literature	H, N, E2	Review	Conditionally Approve
AMH 2020	United States Since 1877	H	S	Recycle
FOR 2662	Forests for the Future	S	E6	Conditionally Approve
REL 2174	Ethics in America	H	Review	Conditionally Approve

**THE 2000: *Theatre Appreciation***, Conditionally Approved. The final sentence in the first paragraph should be revised to “This course fulfills humanities and diversity requirements for general education.” The heading “General Education Objectives” should be revised to “General Education Objectives for Humanities”. The attendance policy must clarify that only unexcused absences will negatively impact a student’s grade and provide correct information on what qualifies as an excused absence.

**MUL 2010: *Introduction to Music Literature***, Conditionally Approved. A review of this course was triggered by the recent change in the course description approved by the UCC. The committee found that the course would easily satisfy the H and E2

requirements by minor changes to the syllabus but that the N designation would require significant changes to the content. To meet the E2 designation, the syllabus must include a writing assessment rubric and a more detailed explanation of the writing assignment since reaction papers that approximate free writing cannot contribute to the word count. The non-contemporary focus of the course does not meet the requirements of the International designation; therefore the content may need to be revised to align the course with International course objectives. Mair and Smith will work with the appropriate parties to determine what changes are necessary. The syllabus needs to be revised to address the issues regarding the N, H, and E2 designations during Spring 2015. Assuming those are satisfactorily addressed, the course will continue to be approved for the H, N, and E2 designations through Spring 2016, however, it will lose its International designation in Summer 2016 if the course is not revised and approved to meet that requirement by February 1, 2016.

In addition, there is no indication that the course focuses on music literature hence it is recommended that the course title be changed to more accurately reflect the content.

**AMH 2020: *United States Since 1877*, Recycled.** Syllabus is missing an explanation of how the Social and Behavioral Science objectives will be accomplished, as well as how the General Education Student Learning Outcomes will be assessed. The committee also needs more information on how the 4-6 page final essay is incorporated into the final grade.

**FOR 2662: *Forest for the Future*, Conditionally Approved.** The syllabus is missing the final sentence of the Social and Behavioral Science course objectives, “Students are expected to assess and analyze ethical perspectives in individual and societal decisions.” The explanation of how course objectives will be accomplished should thus include how the course will meet the ethical objective. Additionally, the syllabus is missing a required link to the university’s Writing Studio and must recommend a writing handbook or style manual.

**REL 2174: *Ethics in America*, Conditionally Approved.** The UCC’s approval of a change in the title of this course triggered an automatic review of its GE designation. The course is approved for Humanities designation. The course is not approved for Diversity designation, therefore the section on “General Education Diversity Student Learning Outcomes” should be removed from the syllabus.

#### **4. Other items:**

- **Additional requirement added to General Education Course Syllabus Policy**  
The committee approved a motion to add the statement “A minimum grade of C is required for general education credit.” as a requirement on the General Education Course Syllabus Policy.

Meeting adjourned at 10:00am.