

**General Education Committee Minutes**

May 13, 2010, Meeting called @ 11:00

Attendees: Fiona Barnes, Gail Childs, Stephanie Evans, Creed Greer, Melissa Johnson, David Julian, Mark Meisel, Andy Ogram, Brenda Smith, Theresa Vernetson, Joe Wilson, Andy McCollough and Robert Thomson Co-Chair; Leslee Stark –Coordinator, Guest – Roxanne Barnett

1. Minutes from the April 16<sup>th</sup> meeting were approved.
2. Committee reports:  
Academic Policy Council -Robert Thomson reported the Council had no pertinent business to report on.  
GE Sub Committee on Assessment – Participated in a webinar but discussion focused on smaller colleges and tools used were not beneficial or original to current practices at UF.
3. Meeting proceeded to course review:  
VTN 4930, Vietnamese Culture, Approved H and N. Course is currently taught under the rotating topics number so approval is for spring 2011.  
WST 3930, Women of Color, Approved D, H, & E6. Course taught this fall under rotating topics course number but applying for permanent number. Discussion focused on peer review and Dr. Stephanie Evans was present and clarified the evaluation process was a guided review with writing projects being cumulative pieces of work. All students receive instructor feedback. The Committee requested the draft minimum word count be increased to the same number of words as the final paper, and the sentences located at <http://www.aa.ufl.edu/gened/syllabi.asp> be added to the syllabus as required. Dr. Evans abstained from voting.
4. AEC 3033C, Research/ Business Writing, Approved E4. The Committee determined the writing completed for the Research Project was the only writing qualified to meet the University's requirements for Gordon Rule writing. The poster session count of 500 words appeared to be a summary of the original research report. The In-Class Assignments and Business Writing does not allow an evaluation of the writing due to each assignments minimal word count, it is more a "sentence structure" evaluation rather than the intended "document" writing evaluation that the Gordon Rule writing is intended to require.
5. AEC 4035, Advanced Agricultural Communication Writing– Postponed this decision with a motion to reconsider as the Committee questioned whether the word count for the Brochure was reusing the assignment completed as the Short Communication Piece. There was uncertainty whether this Brochure was just being used to target the same audience and not necessarily an original work. The In-Class Assignment word count was questioned for the minimal words as with the previous course and the Newsletter appears to be a rewrite of the previous class assignments instead of an original writing assignment.

6. Dr. Fiona Barnes and Dr. Creed Greer volunteered to form a sub-committee to work on the Gordon Rule writing requirements. There continues to be discussion in the committee meetings concerning the ambiguous areas of acceptable writing and whether the instructions on the website clearly and accurately state the University requirements. Any member wishing to be included in this task, please notify Leslee Stark, [lstark@aa.ufl.edu](mailto:lstark@aa.ufl.edu).
7. Dr. Stephanie Evans states that a template for proper syllabi compliance would alleviate much of the Committee's efforts and volunteered to initiate this project.
8. Dr. Andy McCollough concluded the meeting by stating that summer meeting requests would be sent to the Committee members as materials for review demanded. Dr. Mark Meisel asked if there was salary support for faculty members who were not on 12 month appointments. Dr. Andy McCollough indicated that no such funding or support was available. Dr. Mark Meisel wanted to make sure it was recorded in the minutes that as a 9 month faculty member he would not be available to meet over the summer since he would not receive payment for his time. It was reiterated that the summer meetings, if necessary, were purely optional.

Meeting called @ 12:22