

Minutes
General Education Committee

Date: March 25, 2010

Called to order: 12:37 pm

Attending: John Peterman, Kathy Malanga, Lorra Brown, George Robb, Jean Levitan, Balmurli Natrajan, Nancy Weiner, Linda Hamalian, Rob McCallum, Christie Kelly, Robert Harris, Kara Rbbitt, Lynne Orr.

1. Agenda approved
2. Approval of Minutes from 3/11/10:
 - a. Minutes were unavailable
3. Cho-chairs Report
 - a. Assessment (Malanga) – Application was accepted for the Assessment Conference
 - i. Attendees: Provost, Balmurli Natrajan, Karen Hilberg, Kathy Malanga, Tim Newman
 - b. Implementation (Levitan)
 - i. A meeting is being planned
 1. Agenda items for meeting
 - a. Need to involve people involved in the advising process
 - b. Discuss the implementation process
 - c. Faculty Development (Natrajan and Robb)
 - i. Meeting scheduled for Friday, March 26th Technology and Writing Intensive
 - ii. April 9th Writing and Technology Intensive
4. Draft Guidelines for Review Panels
 - a. The provost suggested removing the timeline dates
 - i. Council suggests another draft of timeline
 - ii. Ask provost for adjustment to the presentation of the timeline
 - iii. Provide a guideline which includes dates giving more structure
 - iv. Possible dates to apply: Nov. 1, Jan. 20
 - v. Kathy Malanga will develop another draft
 - b. Discussion on encouraging the development of the first three areas
5. Draft of Writing Intensive Course Guidelines
 - a. Importance of writing which includes drafts
 - b. Four WI courses
 - i. One, a foundational writing course
 - ii. Two, a writing class which follows the first foundational course; implied pre-requisite
 - iii. Three, a writing course within the major
 - iv. Four, a writing course which is within the major, minor, UCC OR a program

- c. On page 3 #1 – add article to the list
 - d. On page 3 #1 – include word count with the total number of pages
 - e. This document remains in draft
 - f. Waiting for further discussion
6. Double Counting
- a. To what extent if at all should courses in areas 1, 2, 3 count as major courses?
 - b. Currently, there is no institutional policy
 - c. Continue discussion of topic

Meeting adjourned: 1:53 pm

Respectfully submitted,
Lynne Orr, Professional Staff Representative