

GE Committee Meeting Minutes

October 11, 2007

Present: Rob McCallum, Nancy Weiner, Miryam Wahrman, Jack Feldman, Deborah Sheffield, Jonnine DeLoatch, Mark Ellis, Kathy Silgalis, Kara Rabbit, Francis Varney, Aaron Tesfaye, Jean Levitan, John Peterman, Mahmoud Watad, Hilary Wilder

Meeting called to order at 8:00am.

I. Minutes

- a. **Approval of minutes from last meeting:** Minutes from the last meeting will be approved via email following some revisions. It was decided after some discussion that minutes would record the general gist of the discussions but not specific names or statements (except in the case of motions).
- b. **Rotation of minute taking:** H. Wilder agreed to take minutes for the committee moving forward.

II. Committee Structure

- a. **Absences/Substitutions:** It was decided that committee members could not send substitutes to meetings in their place. However, since meetings are open, others will always be welcome in addition to committee members.
- b. **Meeting times and dates:** The co-chairs will attempt to schedule meetings at times which are more convenient to most members. Upcoming meetings have been scheduled for:
 - **Oct. 16. (Tues.) 12:30-2:00**
 - **Oct. 25 (Thurs.) 12:30-2:00**
 - **Oct. 30 (Tues.) 12:30-2:00**
- c. **Master list distribution:** A master list is being compiled. Committee members are asked to send May Chabayta in the Faculty Senate office (CHABAYTAM@wpunj.edu) their contact information, including hours you do/don't want to be called, etc.
- d. **Listserve/email account:** A listserve has been set up (gecommittee@list.wpunj.edu) to facilitate sharing and discussion.

III. GE Campus Discussion

- a. **Proposal for discussion groups:** Ways to disseminate information and involve faculty, students, professional staff, etc. and be as inclusive as possible were suggested. Ideas included: 20 groups of 20 faculty each, facilitated by a committee member; surveys sent out to each group of stakeholders; drop-in town meetings held on a regular basis & more formal meetings with specific focus groups. Maintaining momentum and interest is paramount. In the past, interest and participation in the GenEd efforts on the part of the larger faculty body have only come out after a draft was in place, however the current charge to the committee from the Faculty Senate is that the first year be devoted to fact-finding and information gathering, with a draft not created until the second year.

- b. **Large group forum Fall 2007/ Spring 2008/Fall 2009:** there will be support for all-faculty/professional staff/student forums in the next three semester.

IV. Subcommittees: working group subcommittees (listed) below were proposed so that the work could be evenly distributed. Committee members are asked to select a 1st, 2nd and 3rd choice group that they would like to work on and send that information to May, Jean and John, along with availability.

- a. **Blackboard & Face-to-face (F2F) discussion groups- organization:** this group will organize Blackboard and F2F discussion groups to gather information and input from all stakeholders
- b. **Blackboard & Face-to-face (F2F) - informational reports:** this group will organize, collate, report on, etc. information and input from above discussion groups
- c. **Forum planning:** this group will plan the large group forums to be held each semester
- d. **Data collection:** this group will gather information on programs at other campuses, assessment data, research national trends, etc.
- e. **GE traditional work- course approval and review:** this group will look at the traditional GE program, graduation requirements, etc.
- f. **Assessment:** a possible 6th subcommittee was discussed, but it was decided to hold off on forming this group, especially since the Learning Literacies Strategies Team was already in the process of collecting assessment data from GenEd courses.

V. Anthropology course review: There are courses (Anthro Education; Indian culture) that the GenEd committee will need to take action on but it is unclear if this is what the current GenEd committee should be focusing on.

VI. Other: There was some discussion on the issue of a language proficiency requirement as a graduation requirement given that transfer students from community colleges may not have this as part of their GenEd credits. It was unclear as to when the agreement with the community colleges would take effect (Jan. 2008 or Sept. 2008), but once it does, transfer students with AA and AS degrees will be automatically waived for all WPU GenEd requirements. It was pointed out that 50% of WPU juniors are transfer students, but this is in part due to the large attrition rate for WPU freshmen and sophomores.

Meeting adjourned at 9:30am.

Respectfully submitted,

Hilary Wilder