Grand Valley State University

*General Education Committee*

Minutes of 4-16-12 DRAFT

**PRESENT:** Kirk Anderson, Deb Bambini, Jim Bell, Jason Crouthamel, Alisha Davis, Roger Gilles, Gabriele Gottlieb, Jagadeesh Nandigam, Keith Rhodes, Paul Sicilian, Ruth Stevens, David Vessey, Judy Whipps

**ALSO PRESENT:** C. “Griff” Griffin, Krista McFarland

**ABSENT:** Susan Carson, Emily Frigo, Penney Nichols-Whitehead, JJ Manser

|  |  |  |
| --- | --- | --- |
| Agenda Items | Discussion | Action / Decisions |
| **Approval of**  **April 9 Minutes** |  | Approved as submitted. |
| **Agenda** |  | Approved. |
| **Report from the Director** | *Griff will update us on the confirmed participants and the plans for the summer workshops. She will also update us on the plans for the expedited review process.*  There are currently 22 faculty confirmed. We are still waiting to hear from 4 units, but we expect to have 53 faculty participants.  The Director distributed a document with the summer 2012 workshop details.  The Director and Chair met with FTLC and the Provost’s office to discuss an expedited curricular review process. If faculty go through the summer training we will know they have the experience with the goals and curricular process. The curricular process is sequential, but the expedited review will have CCC, GEC, and UCC reviewing the proposals concurrently and the proposer will get one set of comments from all committees rather than going back and forth.  The Chair noted that the original plan was to set aside and meet in one day, but everyone realized the August 5 submission needs to sit for a little while so that the units will have a window until September 5th for the unit to approve. Then starting on September 10th the committees will work simultaneously. For example, on September 10th a third of the proposals can begin to be reviewed. Group comments will be posted to a Google doc and by October 1 all of the 53 proposals should be in good shape. The plan is to have this completed so that by October 10th units will know if they can schedule the Issues courses for Fall 2013. Once the 53 are decided on, each of the college curriculum committees will be contacted.  The Director added that anyone can propose a course, but only the 53 approved faculty and their courses will be a part of the expedited review. If a faculty member participates in the summer workshop, they get to submit one course for expedited review. If the process works well than there will be another expedited review next summer.  The committee discussed whether all faculty teaching an Issues course should go through training (perhaps two a semester). It could be similar to the requirement that online courses have a training and process to teach an online course. This would be so that faculty go through the readings and understand what it takes to teach and assess and Issues course in GE. Right now we are not doing that – you can do your own homework and anyone can attend.  A committee member responded that it seems like there is a lot of opportunity for online training, but for the Issues courses it is a cut off in terms of doing training and submitting a course. A committee member responded that the idea of the summer 2012 workshops is that it is a train-the-trainer workshop and they in turn can assist faculty in their units without having a barrier to submitting a course.  A committee member through that for the first big push of courses the process should be a little looser for developing courses but that maybe in future we might want to consider the training as mandatory. The Director added that if it is something we want to do, we have to do it now because it won’t do any good with having two years pass before having a mandatory training. FTLC could mount trainings in January before school starts and several times during semester. Can change mind but will have batches with some faculty doing training and some not.  The Chair thought that by the end of September GEC would be able to identify really good proposals that have been submitted and this helps to guarantee transformed classes. If the answer is yes, than perhaps we have an open process. If no, than something more effective may be needed. Maybe it is a question we can’t answer yet.  A committee member was concerned about courses with multiple sections. What if a regular faculty member proposes the courses, but there are multiple faculty teaching it without receiving the background.  A committee member responded that you can only train everyone if you can guarantee enough training opportunities. She likes the idea that faculty go through training, but we are also building capacity with mentors to do that to. The Director added that FTLC can and will offer trainings if we decide -- maybe two a semester or one a month. The Chair added that training for course proposers versus teachers is a big difference. The Director responded that it could be a separate training. There are a lot of factors to consider, but we will have to let the powers that be know if this is going to be our process.  A committee member added that we have all along said that faculty can propose through the summer workshop. Can we say that everyone has to go through a workshop? The Chair responded that it causes far less worry about the proposer, but more worry about the teachers. Proposers can handle through mentor and summer workshops. Perhaps we need to wait on this question as the answer could be significant. It could be a big deterrent for units to hire faculty for these GE courses.  The Chair summarized that it is fine if faculty want to propose an Issues course, but if they want to teach it than we need to talk more about it in the fall. It would need to be different workshops for teaching a course versus proposing a course, but it’s not a decision we need to make yet. Maybe we ask the summer workgroup their opinion on training once they are finished.  The Director brought up a separate question about a 280 drawing course proposed by the Art Department. Currently, there are no Arts courses for sculpting, drawing, etc. in the GE Program. Does anyone have a compelling reason why they shouldn’t be? These courses don’t require students to have a background or proficiency in art and would be open to all levels of student as an exposure to art. The Director will tell the Art Chair to proceed. | Each of the college curriculum committees will be contacted about the expedited approval process.  In the Fall, the committee will continue to discuss whether or not training will need to be offered for faculty. |
| **Preparing for the 2012-13 CAP revisions for Foundation/Culture Courses** | *We’ll look at the entire batch of descriptions and objectives and do any last-minute revising and editing.*  A hardcopy of all goals was distributed for review.  No substantial revisions were made, only a handful of formatting changes. The lead- in’s for the bulleted list were changed to “people with a general education”  The list of goals, with these minor changes, should be good to go for next year’s process. | The list of goals, with minor changes, should be good to go for next year’s process. |
| **Year-End Report to ECS/UAS** | *We’ll discuss the draft and make changes as needed.*  A hard copy of the final report was distributed for the committee and approved for distribution to ECS/UAS. | A hard copy of the final report was distributed for the committee and approved for distribution to ECS/UAS. |
| **Planning for 2012-13** | 1. *Thank departing members* 2. *Discuss and elect a chair for 2012-13* 3. *Decide on first meeting of Fall 2012*   Members that are departing from the committee: Jim Bell, Judy Whipps, Deb Bambini, Ruth Stevens, and Jason Crouthamel (he was elected to the personnel committee).  David Vessey will be on sabbatical for a year.  New members will be Peter Anderson from BCOIS, Brian Kipp from CLAS, and Karen Burritt from Nursing. Hopefully we will have a student senate rep next year.  The Chair thanked everyone for all of their work.  Motion to nominate Rogers Gilles as Chair for the Fall 2012 term; seconded. Motion passed.  August 27th is the first day of classes and it may be a useful time to orient new folks of what will happen on September 10th. In past, practice has been to not meet the first week of classes, but it seems important to do for this year. | Roger Gilles was elected as the GEC Chair. Roger will be on sabbatical during the Winter13 semester.  The GEC committee will meet on August 27th during the first week of classes. |
| **Adjournment** |  | Meeting adjourned at  3:50 pm |