General Education Meeting 10-2-14

1. Approval of 9-25-14 minutes

Motion to accept: Katie Lozo
Second: Alex Zozulin
Vote: All Agreed

2. Meeting with CEAC chair, Jim Branciforte

Ron Picard reported on his meeting with Jim Branciforte, CEAC chair, regarding how our two committees would be working together. Ron said that the process is going forward, but more work has to be done. The main issue is what are to be considered major changes to courses and programs and when/how should they be submitted to the CEAC for action.

A possible solution that was discussed by Ron and Jim was using the terms “program adjustments” for minor changes and “program modifications” for major changes. Program adjustments could be used for minor changes that would not necessarily have to go the BOR for approval. Program adjustments could be used for approving Gen Ed courses.

Another point that remains unresolved is how to involve the Registrar in the process and at what point should the Banner Add/change Form be utilized. Copies of the Banner Add/change Form and the Checklist for Program Adjustment were passed out for comments.
3. Presentation/Luncheon with Judith Summerfield and Book Discussion Group

Ron reminded us that Judith Summerfield is coming Thursday, November 13th for the presentation and luncheon. The book discussion groups would be held directly after the GEACC meetings from 2 p.m.-3 p.m. GEACC committee members may want to participate in the book discussions. Ron mentioned that the books should be in by next week and there are still some books left if anyone else wants them. Judith Summerfield has said that she would like to speak after the luncheon.

4. Approved Applications Posted to the GEACC Website

Ron has posted most of the approved applications on the GEACC website. They can be found at the bottom of the website page.

5. Review Process/Procedure Ideas for Course Outcome Approval

Ron handed out his Threshold for CEAC Approval of Gen Ed Course Outcomes Changes for discussion by the committee. He suggested that this document serve as a model for going forward. After the discussion, it was suggested that committee members email feedback to Ron for discussion at the next meeting.

6. Minutes of TAP Meeting

Ron passed out the minutes of the last TAP meeting for everyone’s information.

7. Review ESL Assessment Plan for Oral Communication

Beth-Ann Scott passed out and discussed her memo to instructors for COM 100 and COM 173 as well as the rubric for Oral Communication. Also included were the General Education Common Core Assessment plans for COM 100 and COM 173. She asked if the committee had any feedback and all of the members agreed that all of these documents looked good.

Jim Pronovost made a motion to approve these documents and the motion was
seconded by Alex Zozulin. The committee voted unanimously to approve these documents.

The assessment plan for ESL 157 was discussed and it was agreed that this was a good start of the effort but more work needed to be done and then it would be shared with the committee.

8. Motion to adjourn.

Motion: Alex Zozulin
Meeting adjourned: 1:56 p.m.

Respectfully submitted.

Joseph Ward