**General Education Policy Review Committee**

**Minutes of the December 3, 2009 Meeting.**

Present: Don Guay, Gary Olsen, John Houghton, Justin Glodowski, Randy Olson, James Sage, Julie Schneider, Robert Sirabian, Greg Summers, Mary Holland.

Called to order at 8:05am.

The minutes of Nov 19 were approved.

Announcements:

The committee discussed the First Year Experience presentation by Maryville College. It revealed that our thoughts for a First Year Seminar are similar, but clearly an important issue will be staffing this program.

Maryville is on their third year and offered stipends for training those who teach the course. They have class size capped at 18 versus UWSP would need 70-80 sections of 20-25 per class. If our gen Ed credit total stays low we will have enough people to make this program work but if the Gen Ed credits rise then staffing it will become a struggle.

The concept of a First Year Seminar is great but the problems are the logistics of staffing and assessment. The committee discussed if adjunct faculty were used to staff the program it might have a negative impact on assessment. The committee discussed if a 1 credit lab course to teach study skills could be added to the Freshmen English course. Or if there are other departments that would be able to add a 1 credit lab teaching study skills to a freshmen course that would help with the overall.

A link to the video of this presentation has been posted on the GEPRC website.

New Business:

1. Discussion of feedback to date on Step 4c.

The committee discussed how to anticipate and address questions from faculty and departments in a way that will articulate the rationale for the Step 4c proposal; while at the same time remaining good listeners to the feedback.

The committee discussed whether to emphasize looking at the proposal like a Gen Ed curriculum that would be good for every UWSP student; (and then tailoring the department requirements specifically for the students in those majors).

The committee discussed whether there will be an opportunity when working on Step 5 to go back and revisit/redefine what we’ve done in Step 4. It was discussed that it’s the job of this committee to come up with a Gen Ed curriculum of what we believe every UWSP student needs. We are trying to find a general consensus on what that is and there should be some compromises for everyone. Our outcomes are based on all UWSP students and are broadly defined (versus department outcomes.) We are following Faculty Senate procedures and we need a commitment to what we propose.

The Faculty Senate is the controlling body that oversees this committee and if the Senate asks us to go back and revisit something then we will do that.

1. Discussion of process and time table for Step 5.

The first forum is December 9. We will be accepting feedback from Step 4c until January 19. We will be on the agenda of Academic Affairs committee early next semester to propose Step 4c and if approved we hope to go to the Senate as early as February 2010.

The committee discussed that in Step 5 we will have to start figuring out loosely what we want the criteria for programs and courses to look like. Step 5 will answer who is qualified to teach a course and what are the standards for the course criteria, as in the syllabus.

The committee discussed looking at the current qualification forms. We need to start thinking about what qualifications a future Gen Ed Committee will use to determine who can teach these classes. Assessment will be essential in the future.

The committee discussed looking at how approved courses might be contingent on who is teaching them, and might need to a Sunset Clause for the course to be re-assessed with a new instructor to ensure it continues to fill the learning outcomes.

1. Winter break committee schedule.

The committee agreed to meet December 10 and 17, and to discuss the winter break schedule then.

Adjourned at 9:36am.

Respectfully submitted by Mary Holland.