**General Education Policy Review Committee**

**Minutes of the February 11 Meeting**

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

Called to order at 3:37pm.

The minutes of Feb 4 were amended.

Announcements:

1. Step 4 update from AAC.

The issues discussed with the Academic Affairs Committee were the First Year Seminar and Wellness. The committee would like some more feedback next week. One of the problems is if the First Year Seminars are passion courses or assigned to colleges then some colleges simply cannot provide a FYS for every freshman in their major; many students would have to take it through other colleges. We would need 80+ sections in fall across campus. The committee discussed perhaps having 40 sections in fall and 40 in spring.

New Business:

1. Discussion of Step 5.

The information on how instructors and courses are approved at other universities is not easily assessable. Nisha and Don are waiting for responses from other schools.

The committee discussed if we’re we making a mistake trying to define instructor credentials? It was suggested that there should be an easy definition (such as: a terminal degree) and then how do we define the rest? It was suggested to put in place a tiered system simply so the future committee would have an easier time of determining credentials, as this could potentially be an area of dispute.

The committee discussed if there will need to be clear criteria for course approval? Yes! For experiential learning in a 3 credit course OR an out-of-course experience with Service Learning OR co-curricular transcript. The committee discussed if the prudent thing to do now is to ask each college/department what is their criteria for teaching the courses that are offered? Perhaps send an email to each department chair.

Do we have University minimum criteria? How much do we want to define questions such as “What is a social science?” Perhaps instead simply ask for credentials to be provided? Courses are typically put forward by a department rather than individual instructor.

Can Pass/Fail courses be part of Gen Ed? Yes, Experience for Learning is a check box. But it is University policy that Pass/Fail courses do not satisfy Gen Degree Requirements except Wellness HE courses. The Senior Project is 0 credits but then the department determines the criteria because for Gen Ed it’s only a check box. The Senior Seminar doesn’t have to be a capstone. First Year Seminars must have a grade.

Homework: To give the committee some guidance let’s get an idea of what Department Chairs think of instructor criteria?

Come up with some kind of general template: What would you like to see as the course criteria of Gen Ed courses in your department? We need to have measurable Learning Outcomes. We need a template for the documents that is going to go out to campus. Just list a bunch of minimum criteria (as little as possible).

What’s the next criterion? Everything that makes this count. James Sage started a draft template to be sent (a draft application form and a draft rubric, as well as a general template assessment rubric) and send it to us.

Adjourned at 5:07pm.

Respectfully submitted by Mary Holland.