**MINUTES – GENERAL EDUCATION POLICY REVIEW COMMITTEE** (GEPRC)

**ROOM 164, NOEL FINE ARTS CENTER – August 23, 2011, 1 p.m.**

*(Note: The meeting took place in an alternate room due to heating malfunction in Room 110 NFAC.)*

MEMBERS PRESENT: J. Houghton, G. Olsen, J. Sage, J. Schneider, R. Sirabian

MEMBERS EXCUSED: M. Bixby, N. Fernando, D. Guay, R. Olson

1. G. Olsen called the meeting to order at 1:08 p.m.

2. The minutes of August 16, 2011, were approved by general consent.

3. Announcements.

* J. Schneider reported that she had been in contact with Academic Affairs Committee (AAC) chair, Todd Huspeni, regarding degree type revision. T. Huspeni was agreeable to adding the proposed degree type revision to the AAC agenda.
* J. Schneider clarified that the Admissions Office was responsible for notifying the two-year colleges regarding changes in general education. She invited C. Glennon to attend a GEPRC meeting to discuss notification of the two-year colleges and what information may be needed from the GEPRC for the process.
* R. Sirabian asked if training initiatives should be handled through the Center for Academic Excellence and Student Engagement (CAESE) as was stated in Step 5. J. Sage supported CAESE involvement. CAESE could be responsible for room reservations, refreshments, etc. as well as sometimes taking a more active role. To avoid overlap of faculty development opportunities, he suggested the benefit of those initiatives running through CAESE. He stated that at a minimum CAESE could act as a scheduling and coordinating entity. He noted the benefit of a rotating CAESE faculty associate to help in providing training.
* The GEPRC fall meeting schedule was briefly discussed. G. Olsen announced that the GEPRC would not be meeting the week of August 29 (pre-class contract week).

4. Old Business:

Step 6 proposal draft

Committee members worked on editing the Step 6 proposed draft. J. Sage questioned if the GEPRC would be drafting a proposal for revising the *University Handbook* or if this was better left to AAC for the Constitution and Handbook Review Subcommittee (CHRS). Committee members agreed that needed revision of the *University Handbook* would be better left for the CHRS. It was suggested that a few GEPRC members provide assistance to the CHRS. J. Schneider asked who would be responsible for revisions not related to policy changes in the catalog. J. Sage responded that the catalog editor would make those types of revisions.

Revision of the Placement, Test-Out, and Credit-by-Exam area of the proposal followed. The committee added rationale for deleting the communication reference under the application of UW System placement tests and under the placement section restated that Math 90 was the pre-requisite for Quantitative Literacy.

R. Sirabian inquired if there would be test-out opportunities for Experiential Learning (EL) and Interdisciplinary Studies (IS). J. Schneider advised that technically there were to be test-out opportunities for all general education courses. The committee briefly reviewed the EL area of Step 5 and 4 and clarified that transfer credit for EL could be received, but testing-out of the EL would not be an option. It was noted that test-out for IS was possible since IS involved a course. Discussion followed on test-out credit(s). J. Sage clarified that test-out waives the requirement but no credits are assigned whereas credit-by-exam has credit(s) associated. J. Schneider advised that under the general degree requirements, each department had a policy for test-out and credit received. The last sentence of the explanation for Test-Out and Credit-by-Exam of the proposal was similar in stating that each department will decide if students can test out of Communication in the Major and Capstone in the Major courses or receive credit-by-exam for these courses.

The committee discussed and revised the mathematics placement text. Revisions included removing the third bullet point referencing remedial courses and adding a notation of the requirement that Math 90 must be completed prior to completion of 30 credits or the student would be restricted to a maximum of 12 credits per semester until the Math 90 requirement was met.

Discussion of the mathematics table in the placement section followed. The committee revised the table to include only information pertinent to quantitative literacy. Students would be directed to the mathematics area for mathematics placement.

Committee members briefly discussed the timeline for completing editing of the Step 6 draft. J. Sage informed committee members that the Higher Learning Commission (HLC) required self-study needed to be the HLC team by late October. He advised that this self-study would need to process through the Academic Affairs Committee and the Faculty Senate prior to that time. His preference was that the Step 6 proposal be circulated prior to the self-study document.

The next meeting day/time for the GEPRC is yet to be determined.

5. The meeting was adjourned by general consent at 3:05 p.m.

Minutes Recorded by: Nanci Simon, Secretary to the Faculty Senate