**General Education Policy Review Committee**

**Minutes of the August 3 Meeting**

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

Called to order at 1:11pm.

The minutes of July 20 were amended. The minutes of July 27 were amended.

Announcements

1. The Doodle electronic calendar link was sent out to try to identify meeting times for the fall semester, please fill it in.
2. Julie Schneider asked if we want to meet the weeks of August 17th and 24th or just meet at the Open Forum?
3. Staffing suggestions in the CAESE proposal were discussed with the Provost and the Academy Team. Because we’re not sure of the upcoming structure of CAESE, only a temporary person will be considered to help as a coordinating position. Campus-wide there is temporary hiring freeze until the new chancellor looks at everything.

Old Business

1. Discussion of release date for Step 5 proposal.

Last week the committee went through the Proposal 5 and made small editorial changes. The committee discussed if the proposal will be ready to be released tomorrow, and if a watermark might be added to signify this is a *draft* proposal to be released August 23.

1. Discussion and revision of Step 5 proposal.
2. The General Course Criteria was amended.
3. The committee discussed that the First Year Seminar course titles and suggested course numbers were added and amended.
4. The committee discussed suggested amendments to Written and Oral Communication.
5. Wellness was amended.
6. The committee discussed whether to leave in the quote in course criteria describing Integration level Interdisciplinary Studies. The committee agreed to leave it in for now because feedback on this could change it anyway.
7. Experiential Learning was discussed.
8. Capstone Experience in the Major was amended.
9. Explanation of the Proposal Instructor Qualifications was amended.
10. Instructor qualifications for the First Year Seminar was discussed.
11. Communication in the Major was amended.
12. Capstone Experience in the Major was discussed.
13. The spacing and text color throughout the entire proposal was standardized.
14. The document was spell checked.
15. The committee approved the draft copy.

Homework: August 10 is our next meeting to prepare for the Open Forum; meeting in TNR room 100H. The committee will decide whether to meet on Aug 17 on next week. August 31 the committee is meeting.

Adjourned at 2:55pm.

Respectfully submitted by Mary Holland.