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

**ROOM 110F, TNR – September 14, 2011, 9 a.m.**

MEMBERS PRESENT: N. Fernando, D. Guay J. Houghton, G. Olsen, R. Olson, J. Sage, J. Schneider, R. Sirabian

MEMBERS EXCUSED: M. Bixby

1. D. Guay called the meeting to order at 9:01 a.m.

2. The minutes of September 7, 2011 will be reviewed for approval at the next GEPRC meeting.

3. Announcements.

* J. Schneider announced that the Academic Affairs Committee had approved the proposed revision to the degree requirements.
* J. Schneider received an update from Kami Weis regarding the UW System (UWS) Associate Degree (A.D.) task force. J. Schneider shared that the task force had not determined as of yet concrete learning outcomes but favored learning outcomes and flexibility. She also shared that UW colleges and some sister campuses were looking at offering A.D. of arts or science with emphases. A brief discussion followed on A.D. emphases and the potential advantage of an A.D. coming from a university.

4. Old Business:

 Revisions to the Step 6 proposal

 J. Schneider asked if revisions should be made to the quantitative literacy (QL) area in the Step 6 proposal in light of the email received from Cindy McCabe, Department of Mathematical Sciences chair. The committee discussed requested revisions and agreed to add a specific reference to the math placement grid in the final sentence of the QL information. The GEPRC noted that checking course pre-requisites was a requirement for all courses and not something specific to QL. An additional reference to pre-requisites would not be added. J. Schneider repeated the question discussed at the GEPRC last meeting: why would a student take a QL course to satisfy the QL requirement that had a QL pre-requisite?

 J. Schneider informed committee members that Larry Ball had requested that the GEPRC consider not allowing test-out for Communication in the Major and Capstones courses. J. Houghton shared that he had commented when L. Ball’s request was made, that the GEPRC viewed test-out for Communication in the Major and Capstone courses as something that would be extremely difficult to effectively develop. J. Schneider advised that prior learning assessment (PLA) was something being studied by UWS and a UWS PLA policy would likely be coming in the near future. A brief discussion followed of General Degree Requirement (GDR) test-out policy. The consensus of the GEPRC was to exclude Communication in the Major and Capstone courses from test-out opportunity. Committee members concluded that if exceptions were needed, the exceptions could be obtained through college deans’ waivers or substitutions.

J. Sage asked if independent study courses could satisfy general education program (GEP) requirements. He specifically asked about a one-credit Wellness course being considered for satisfying the GEP wellness requirement. The one-credit Wellness course would be an independent study course and predominantly serve non-traditional students. J. Houghton advised that cases such as the Wellness course could follow a similar procedure for exceptions, request deans’ approval of substitution or waiver. J. Sage inquired if topics courses would be approved for GEP designation. J. Houghton stated that they had been approved for GDR designation. J. Sage explained that in a GDR WE designated course, change of topic required re-approval of GDR designation. J. Houghton noted that subsequent topic changes would likely require subsequent approvals from the General Education Committee as well.

The GEPRC reviewed and edited the transferring credit area of the proposal and moved on to the catalog year requirements and advising policy. J. Schneider advised that the catalog year requirements issue had not been resolved; Dan Kellogg desired an additional bullet to provide greater clarity. D. Kellogg suggested the additional statement, “If the catalog year for the GEP requirement is fall 2013 or after, then the major catalog year must also be 2013 or after.” Committee members discussed and revised the catalog year requirements area. Revisions included revising the language to be applicable to all general education requirements regardless of program. It was noted that for students needing exceptions, deans’ waivers or substitutions could be utilized. It was specified that the policy for allowing students to observe UWSP general education requirements in effect when first enrolled was limited to students continuously enrolled at the two-year UW colleges. J. Schneider shared that she had recommended to D. Kellogg that he provide a statement of explanation in the catalog emphasizing that the students must be “continuously enrolled” to be eligible. Committee members reviewed *University Handbook* Chapter 5, Section 3, Advising Policy, and decided to include the participants area in the Step 6 proposal with the exception of the ending note regarding options for completing degree requirements.

GEPRC members reviewed the Administrative Recommendations area and noted that the recommendations would be to the Academic Affairs Office. A brief discussion followed on the positions that should be included in the recommendation and if priority might be assumed by list order. Additional edits were made by the committee. J. Sage will complete the Assessment Coordinator information.

Information to be included in the Transition to new GEP area was pretty much completed but information needed yet to be included in the proposal. J. Sage will provide an explanation of what has been done and insert the appropriate information. The title was edited to “Transition to new GEP Recommendations to Campus.”

The GEPRC reviewed the Advising area and edited the first sentence to clarify that the GEPRC was recommending that the Academic Affairs Office form a working group to begin work on an advising manual for the GEP. Discussion followed on at what point advisors should be prepared to advise students for the GEP. GEPRC members agreed that advisors would need to be prepared to advise for the new GEP no later than 2012-2013 academic year. R. Sirabian asked if there were still plans for holding GEP advising workshops. J. Schneider responded that this would be something that the Academic Affairs Office would be working on. She noted that there were a number of professional academic advisors in the colleges that could be involved in preparing workshops.

J. Schneider questioned whether the Higher Learning Commission Academy Team (HLCAT) should be recognized as the entity authoring the assessment information. She favored giving the HLCAT credit for their accomplishment. D. Guay agreed that the HLCAT should be acknowledged as the author of the assessment information.

Committee members reviewed completed areas of the proposal removing committee highlights and accepting tracked edit/revision changes. The committee will complete the review of the completed areas, and do a final review of the entire document at the next GEPRC meeting. J. Schneider inquired whether Cathy Glennon should be invited to attend a GEPRC meeting to discuss communication to two-year colleges of the general education changes. J. Sage will meet with C. Glennon and D. Kellogg regarding notification to the two-year colleges.

5. The meeting was adjourned by general consent at 10:56 a.m.

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