



GENERAL EDUCATION COUNCIL

MINUTES
March 2, 2004

Present: Robin Brewer, Eddie Cortez, Jimmy Dunn, Sandra Flake, Sherrie Frye, Helen Gerretson, Emily Golson, Gary Huffines, Jim Keaten, Phil Klein, Marie Livingston, Lesley Manring, Kim Pacheco, and James Villalon

Absent: Barb Lowenbach, Jani Malkiewicz, Molly Mathias, Ken Moon, Tom Trelogan

Guests: Vinnie Scalia, Associate Vice President of Academic Affairs

Phil Klein called the meeting to order and declared a quorum present.

1. Announcements

Congratulations to Molly Mathias for being awarded a University Teaching Excellence Award.

Dr. Jett Conner, CCHE will be coming to the Council meeting on April 6.

There will be an additional meeting on May 4 at 3:30 in Candelaria 1100.

The Council will be represented by Emily Golson at the Charting the Future Leadership meetings to be held on Friday, March 5 and Monday, March 8.

2. Approval of Minutes

Gary Huffines/Kim Pacheco moved to approve the minutes of February 17 as submitted. Motion carried.

3. Dean's Report

None

4. State Transfer Core Update

Handed out a draft of a checklist for departments to use when they submit a nomination for State Transfer. The Council suggested several changes; Sandy will make those and send the revised list to the Council by e-mail for approval.

Courses nominated for Fall 2004 need to be ready to be sent in to CCHE by September 15. Phil asked for volunteers to be on a subcommittee that would make recommendations to the Council regarding nominations turned in for Fall 2004 for State Transfer. Marie Livingston, Emily Golson, and Helen Gerretson volunteered to be this committee.

5. Area Committee Reports

Content Area 7

Jim Keaten handed out a list of the current objectives and proposed new objectives for Area 7. Jim asked for suggestions and/or questions from the Council and will make any changes as needed. Jim will then forward the proposed new objectives to Sandy to e-mail to the chairs of all departments that have courses in Category 7 for their feedback. The department chairs will be asked to forward the objectives to faculty teaching the courses. The Council thanked Jim, Lesley and the Area 7 Committee for undertaking this project as it has needed to be done and was not. Current course reviews will be evaluated with the old objectives.

Jim also asked if it would be possible for the Fall 02 course reviews, of which there are 15 courses to review, could be re-formatted, not sent back to the area committee, and resubmitted to the Council for approval or non-approval. Emily Golson/Marie Livingston moved to have the Fall 02 course reviews reformatted and brought to the Council for approval. Motion carried.

Content Area 6

Kim Pacheco asked for a Course Embedded Training Session for Math & Sciences and said that Mike Taber would do the training. Sandra stated that we do have money to pay Mike for training and a PSA would be used to pay him for his services.

6. New Business

A draft of the probation and thank you letters were handed out for suggestions. Phil asked how we tactfully address the situation when 2 out of 3 sections of a course do the course review. It was suggested that a brief memo should be sent to the department chair regarding that 2 of 3 sections complied with course review and the names of faculty that complied or didn't comply.

7. Other

None

Jimmy Dunn/Eddie Cortez moved to adjourn. Motion carried.

Meeting adjourned at 4:50 p.m.

Submitted by

Sandy Pope
Recording Secretary