



**GENERAL EDUCATION COUNCIL**

**MINUTES  
December 2, 2003**

- Present: Robin Brewer, Jimmy Dunn, Sandra Flake, Sherrie Frye, Helen Gerretson, Emily Golson, Gary Huffines, Jim Keaten, Phil Klein, Lesley Manring, Molly Mathias, Ken Moon, Kim Pacheco, Tom Trelogan, and James Villalon
- Absent: Marie Livingston, Barb Lowenbach, Jani Malkiewicz

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

**1. Announcements**

There were no announcements at this time.

**2. Approval of Minutes**

Robin Brewer/Jimmy Dunn moved to approve the minutes as submitted. Motion carried.

**3. Dean's Report**

Sandra Flake reported that she incorporated comments on General Education in the College of Arts & Sciences Charting the Future report. The comments on the final report from the A & S Dean's on General Education will be forwarded to this Council.

**4. State Transfer Core: Provost's Reply**

A letter from Allen Huang, Interim Provost, regarding the withdrawal of WS 101 and MCS 101 was handed out for the Council to read and comment on. It was a consensus of the Council that Jett Conner from Colorado Commission of Higher Education be invited to attend a spring meeting to clarify why classes are not being reviewed for transfer. Jimmy Dunn will come up with the questions that the Council would like answered so when Jett Conner comes to a meeting in the spring the questions can be forwarded to him ahead of time. Ken Moon will work on acquiring a full list of courses other institutions submitted to the State Transfer Core and try to learn if any were asked to withdraw courses as UNC was.

## 5. Area Committee Reports

### Skills Area #1 – Composition

No report at this time.

### Skills Area #2 – Mathematics

Helen Gerretson, chair of Area 2, reported that the paper work has been started to change Math 182 from a 2 credit hour course to a 3 credit hour course.

### Skills Area #3 – Physical Activity

No report at this time.

### Content Area #4 – Arts & Letters

No report at this time.

### Content Area #5 – Social Sciences

Phil Klein reported that PSCI 100 was re-reviewed from Fall 2002 and it is his committee's recommendation that this course be retained in Area 5. Tom Trelogan seconded to approve the committee's report (report on file in the Dean's office). Motion carried.

### Content Area #6 – Science and Mathematics

No report at this time.

### Content Area #7 – International, Interdisciplinary, and Multicultural Studies

Jim Keaten, chair of Area 7, reported that this committee has a backlog of courses from Fall 2002 and they will try and get this resolved early in the spring semester. Jim sent out a memo to all chairs that have courses in Area 7 regarding the goals for Course Embedded Assessment and asking for suggestions for improving them. He heard from 5 of them and will take their suggestions to his committee for review.

## 6. Looking Ahead to Spring 2004

Course deletions:

A memo will be sent to department chairs regarding the courses to be deleted that haven't been taught in three years.

Course reviews:

The Council has a backlog of courses to be reviewed. Phil would like them completed by mid February. At the Council's last April meeting Fall 03 courses will be reviewed.

Review area outcomes:

As previously reported Category 7 is working on their outcomes.

Constitution review:

The Board of Trustees constitution needs to be read to see how General Education is described. Faculty Senate wants it changed. Sandy will get the actual wording in the constitution and bring it to the January meeting. We will probably need to compare by-

laws of General Education and the Board of Trustees.

Charting the Future follow-up:

Phil would like all the units that mentioned General Education in their Charting the Future document to be copied for the Council. Sherry Frye will check the HHS documents.

Sandra and Sandy will get the Arts & Sciences units checked and copied.

After the documents are posted on the Web site Sandy will do a key word search and check the other units that mentioned General Education in their reports.

State Transfer Core:

Council will need to set a deadline for submissions for Fall 2004. The Council needs to encourage College of Performing and Visual Arts to submit courses.

## **7. Other**

Emily Golson asked the Council if they wanted her to stay on as chair of the NCA – Criteria 3 committee, if so a motion and vote would be needed. Jimmy Dunn/Tom Trelogan moved that Emily should stay on as chair of this committee. Motion carried.

Emily Golson also brought up that there has been a rash of plagiarism in the composition courses. The university has purchased a program called turnitin.com that is helpful. It was the Council recommendation that the Academic Policy Committee should be made aware of the problem. Phil will take this to the APC as new business. James Villalon was asked if the Student Representative Council had addressed this issue – he stated that it has been brought up but nothing had come of it.

Jimmy Dunn/Tom Trelogan moved to adjourn. Motion Carried

The meeting adjourned at 4:50 p.m.

Submitted by

Sandy Pope  
Recording Secretary