

**Unofficial**

**COMMITTEE ON GENERAL EDUCATION AND  
INTERCOLLEGIATE PROGRAMS**

**Minutes of the March 2, 2016 Meeting**

Present: Kathryn Gibson, Greenwood; Keri Franklin, Assessment; Rachelle Darabi, Provost Office; Josh Smith, BMS; Jack Llewellyn, REL; Rich Biagioni, CHM; Steve Hinch, RFT; Mike Foster, Faculty Senate; Crystal Gale, LIB; Beth Walker, AG; Darryl Clark, T&D; Steven Senger, MTH and Patrick Scott, ECO

Not present: Corey Fox, MGT; Alex Hamwi, MKT; Joe Hughes, MCL; and Ben Timson, BMS

Guest: LeAnn Brazeal, COM

**I. CALL TO ORDER**

Jack Llewellyn called the meeting to order at 3:38 p.m. Welcome to all members.

**II. OLD BUSINESS**

Minutes from the February 10, 2016 meeting were reviewed. Josh Smith moved to approve; Beth Walker seconded the motion. All approved; motion carried.

**III. NEW BUSINESS**

Jack gave an overview of what to expect in the April's meeting.

**Course Review Process** Jack stated that due to the fact that committee members were wanting to get the review process started an email will be sent to course administrators and their department heads after spring break suggesting that an annual report be submitted in the fall semester. In the email will be a copy of what was approved by Faculty Senate will be included. It was stated that if the course coordinators are ready those reports can be sent to Jack as a word attachment in an email. It was also stated that a reminder will be sent to those coordinators of the foundation courses that they will be up for Periodic Review. It was suggested that the form be in "Word" to the CGEIP chair. Items to be included were discussed. It was also suggested that CGEIP have a workshop for coordinators and that a timeline for courses be created and provided. Foundations courses will be reviewed in the spring and it will average 3- 4 courses per meeting to be discussed and reviewed. The timeline was discussed further. It was stated that the Annual Report will be submitted and subcommittees would go over them. There was discussion. It was suggested that the group be trained on how to review so that there is consistency across the committee when reviewing. Discussion continued.

It was decided that the email sent to course coordinators about the Annual Report and the email sent to the Periodic Review Foundations courses coordinators would both be cc'ed to the committee members.

### **Other**

Josh sent all committee members links. One link was to the CGEIP information which includes the committee members. It was stated that the name may be changing and that will be decided by Faculty Senate. Further information was given on the links that were sent. Josh also stated that he has been maintaining a blog on what's new with gen ed. It was stated that if someone wanted to be the blogger to let Josh know.

Josh also discussed the additional handouts provided. The Excerpts from the HLC Report was also discussed.

Josh then presented the Review of General Education Learning Outcomes (SLO) handout. It was stated that there were some General Goals that were not used by any course and it will need to be decided if those are deleted or if they should remain for a future course. There was further discussion. It was suggested that possibly a subcommittee look at the issue of the General Goals that aren't being used if a couple need to be removed that would be a program change. It was then suggested to table this until fall since there could be discussion and there would only be the April meeting available for that. Mike Foster reminded that the subcommittee does not need to only contain the main members; people from outside the CGEIP body can be utilized.

Keri Franklin gave an overview of the conference. Keri will send the information in an email to the committee members. Beth Walker also gave a report and stated that what they are doing in Ag in regard to an internal assessment. Josh also reported on the conference. Dual Credit assessing was discussed. "Essential Education" was mentioned as a topic in the conference. Keri offered to bring to the committee information on who is teaching gen ed classes across campus.

### **IV. ADJOURNMENT**

Steve Senger moved to adjourn, Darryl Clark seconded the motion. All approved, motion carried. Meeting adjourned at 4:45 p.m.