

Official

**COMMITTEE ON GENERAL EDUCATION AND
INTERCOLLEGIATE PROGRAMS**

Minutes of the November 14, 2012 Meeting

Present: Ryan Geidd, Faculty Senate; Thornton Miller, HST; Judith Martin, MCL; Annette Gordon, CHM; Thomas Altena, KIN; Ed Chang, FGB; Ahren Johnston, MKT; Xiaomin Qiu, GGP; Diana Piccolo, CEFS; Sharmistha Self, ECO; Kelly Cara, Assessment; Rachelle Darabi, Associate Provost and Joshua Smith, Chair.

Absent: Becky Swearingen, RFT; and Pedro Koo, MCL

Guest: Etta Madden, Janice Greene, Jack Llewellyn and Billie Follensbee

I. CALL TO ORDER

Josh Smith called the meeting was called to order at 3:30 p.m. in the Plaster Student Union room 317.

II. OLD BUSINESS

The minutes of the September 12, 2012 meeting were reviewed. Ed Chang moved to approve the minutes. Sharmistha Self seconded the motion. All approved, motion carried. The minutes from the October 10, 2012 were reviewed. Judith Martin moved approve with the spelling correction. Ed Chang seconded the motion. All approved, motion carried. The minutes from the carry-over meeting were then reviewed. Sharmistha Self moved to approve with the spelling correction. Ed Chang seconded. All approved, motion carried.

Committee members were informed that the revised timeline is now up on the Gen Ed website. This will give departments more time to submit proposals. Explanation on how to the online submission process was given. The video of the forum was discussed. It was stated that it was beneficial in answering questions.

III. NEW BUSINESS

New Course Proposal

MST 388 – An overview was given by Janice Greene. Diana Piccolo moved to accept the new course. Judith Martin seconded the motion. There was discussion. All approved, motion carried.

MST 488 – An overview was given by Janice Greene. Ed Chang moved to accept the new course with corrections. It was decided to remove “initiative by the Provost”. Sharmistha Self seconded the motion. All approved, motion carried.

MST 495 – An overview was given by Janice Greene. Ed Chang moved to accept if removed comma from Art History. Judith Martin seconded the motion. All approved, motion carried.

MST 501 – An overview was given by Janice Greene. Diana Piccolo moved to accept with the change to read MST 501 and BIO 501. Ann Gordon seconded the motion. All approved, motion carried.

NEW PROGRAM

Museum Studies Minor - Janice Greene gave an overview. Judith Martin moved to accept. Dianna Piccolo seconded the motion. There was discussion. It was suggested to add ENG 110 to Gen Ed requirement and to add BIO 501 to the Geoscience track. All approved with amendments, motion carried.

General Education Revision

Online Application Access - It was stated that there have been requests for administrative assistants to have the ability to submit courses. It was questioned if access should be granted to others beside faculty. There was discussion. It was suggested that only faculty have access. All were in favor of keeping access for course submissions solely for those teaching courses excluding Per Course and Teaching Assistants.

Online Application – Department Head & Dean’s Approval - It was explained that one of the concerns was the wording. It was stated that it says approved or denied and currently the dean just reviews and says reviewed. It was suggested to change the wording. There was discussion. It was discussed to possibly have a Dean reviewed “yes” button with a comment section. Discussion continued. An amendment to the approved application was made. Judith Martin moved that the committee change the Dean’s column say reviewed with a button for “yes” and the comment section be removed. Ed Chang seconded the motion. There was discussion. All approved motion, motion carried.

It was questioned if the proposal could be saved for further completion. No, the submitters can call Josh Smith or Brian Edmond to have them delete the record. It was suggested to print the form and fill in the blanks and then do the online form. It was stated that people can get a copy of what was submitted, so if need to delete, they can just copy and paste the information back into the new form. It was questioned if a person would be logged out. Yes, that is another reason it was suggested to do it in word and paste the information into the form.

It was suggested to have a way faculty could delete their own proposal. Thomas Altena moved to give the ability to faculty to delete their own application if there was an error. Sharmistha Self seconded the motion. All approved, motion carried.

Online Application - Assessment Plan - It was stated that this was the way the committee voted. Up to three documents can be added. There was discussion. There was additional discussion on what role the assessment council would have with the form and how they would be involved with evaluating the assessment tools. It was stated that Kelly Cara would inform the council that they may be used at a later date.

CGEIP Review Schedule for Courses - The committees for review will be made up of a member within the area and one outside. Everyone was reminded to look at the schedule. It was questioned how many courses would be reviewed. There could be possibly 200 or more total courses submitted.

Math sent an email that stated that the Missouri Department of Higher Education has some certain goals and requirements and that pretty much states that the courses in the Math competency literacy should at least be that of college algebra level.

It was stated that there have been concerns with ambiguity of the words in the goals. The committee was asked to look at those and see if there needs to be clarification.

IV. ADJOURNMENT

Ed Chang moved to adjourn the meeting. Thomas Altena seconded the motion. All approved, motion carried. Meeting was adjourned.