

## MINUTES

General Education Council, 3:30 PM October 28, 2014, ELL 205

- I. Meeting was called to order by Dr. Scott Drzyzga at 3:34 pm in ELL 205. Attendance at the meeting included: S. Bergsten, A. Predecki, D. Girard, B. Finucane, L. Cella, S. Drzyzga, A. Feeney, D. Godshalk, W. Kingsley, L. Bryant, R. Lesman, M. Lucia, K. Shirk, C. Botteron, A. Seibert, K. Lorenz, A. James, J. Beck, B. Wentz, B. Henson, B. Meyer, J. Clements, H. Liu, K. Johnson, K. Moll, J. Mike, S. Stokely, D. Vernooy, T. Schoolcraft, and C. Brackin.
- II. Dr. Finucane motioned, seconded by Dr. Kingsley, to approve the September 23, 2014 minutes. All were in favor and the motion passed unanimously.
- III. Review of previous meeting-Dr. Drzyzga reminded people of a discussion that occurred surrounding the Middle States document which left many unanswered questions. Attachment B listed the MSCHE's standards regarding assessments and general education and neither defines the terms 'holistic' or 'consistent'. The terms seem to be pulled from Shippensburg University's own self-study, which said the current assessment process was inconsistent and unsustainable. Several people still had concerns that Middle States considers the Program Committee's discussion document to be a working draft. Dr. Finucane and Dr. Drzyzga talked to Dr. Schoolcraft and both are under the impression that this is a preliminary report and the final report should be similar and stress the need to focus on assessment.
- IV. Report from UCC-Dr. Shirk attended the Sept 30<sup>th</sup> meeting. Five proposals were considered but none pertained to GEC. People should be aware of the email sent from the Provost's office pertaining to the new online form for submitting UCC proposals. Next month Dr. Vernooy will speak to GEC about the transition and the benefits to the new system.
- V. Reports from Standing Committees-
  - a. Budget-Dr. Beck reported that they were drafting a document calling for GenEd grant proposals and working on ideas about how to publicize it. As to date there are no new proposals this year.
  - b. Assessment-Dr. Girard reported that the committee met once and reviewed the state of assessment. The campus has Trackdat which is software that can be used to manage assessment documents and workflows, and the committee is trying to find out how to get better access to it. They are also working with a number of departments that are already doing assessment, working with their data to see how they are using it and how often they assess, ideally taking advantage of what is already being used at the university. Last spring a standardize CLA+ exam was administered to graduating seniors. The resources are very high (mostly man power to administer the exams) and it is expected that they need to test at least 100 seniors and 100 freshman each year. Dr. Stokely suggested the staff and computers in the testing center are in place and could assist with the testing. Ideally this assessment will be used for performance funding.
  - c. Program-Dr. Bergsten reported that they met twice this month to evaluate several UCC proposals.
    - First was a change to CHM 121 to include a minimum grade in MAT 175 or MAT117 to improve student performance and retention. Committee made a motion to approve this proposal. All were in favor and the motion carried.

- Second, UCC 14-6 was submitted by Computer Science for a new course proposal, CSC 104 which has been offered as a 190 and has been beneficial to math, chemistry, and geography majors. The intent is to replace one section of CSC 103 with the new CSC 104, and probably stick to offering one section each fall semester. The committee motioned to approve the proposal and recommends UCC 14-6 to fulfill category A. All were in favor and motion carried.
- Third are two related UCC proposals for the sequence of Chinese II and III in the Department of Modern Languages. The committee found direct links between courses and learning objectives. A discussion arose as to concerns with offering courses through PCDE by adjuncts. It was explained that several departments do this as pilot projects to demonstrate demand. Ideally the courses would eventually move on-load. The committee made a motion for UCC 14-6 to fulfill category B. All were in favor and the motion carried. Likewise the committee made a motion recommending UCC 14-17 to fulfill category B. All were in favor and the motion carried.
- The committee had a request from UCC to fully develop the learning objectives and tagging system proposed last year. They will be working with an English professor to identify learning objectives and tags for a specific course as a model and hope to present it at the next meeting.

VI. New Business- Dr. Drzyzga received a request from Misty Knight from the APSCUF Gender issues and Social Justice (GISJ) committee to ask faculty to add a statement (below) into all general education syllabi. Dr. Kingsley motioned, seconded by Dr. Cella, to recommend faculty place such a statement on syllabi. A discussion arose as to the actual wording and referred to the *Chronicle* article which had stronger legal language. It was noted that this is a recommendation, not a requirement, and the actual wording can be edited to individual preferences. C. Brakin noted that the student senate approved the language and ideally any statement recognizing that campus should be a safe place will help to get the conversation started. All were in favor and the motion carried.

**“No one on this campus has the right to threaten you or make you feel intimidated in any way. More specifically, unwanted advances, harassment, aggressive or violent behavior, and sexual assault will not be tolerated. A comprehensive list of reporting and treatment options, including confidential resources, can be found at [www.ship.edu/no\\_more/](http://www.ship.edu/no_more/).”**

- VII. Finally just a few announcements-thanks from Chad Kimmel to GEC for sponsoring his event last month which was a great success. Not only did they fill the chapel but had an additional 50 plus students trying to get in and they got a lot of good feedback.
- VIII. Dr. Schoolcraft wanted to demonstrate the new UCC proposal format. Old proposals can be found on the S drive under Public/employee/. You can access that off campus by anchor. Ship. New proposals (#54 and up, or dated after October 15<sup>th</sup>) can be found online. All the same information is found in the new format that was on the old form but proposals can be listed in a hierarchal manner, will feed right into banner, and are more secure on this new system.
- IX. Dr. Drzyzga thanked Colin Brakin for showing up to all the meetings this year and representing the student senate.
- X. Dr. Finucane motioned, seconded by Dr. Shirk, to adjourn. The meeting concluded at 4:50 pm.

Minutes respectfully submitted by Alison E. Feeney