MINUTES
General Education Committee
September 8, 2014
2:30-4:00 pm
VL216

Members present: Stephen Contakes (Professor of Chemistry), Bruce Fisk (Professor of Religious Studies), Michelle Hardley (Secretary and Registrar), Thomas Knecht (Professor of Political Science), Tatiana Nazarenko (Dean of Curriculum and Educational Effectiveness),

Absent: Debra Quast (Director, Library and Information Services)

Others present: Doug Conrad (Assoc. Director of Academic and Instructional Technology)

I. Opened with Prayer

II. The minutes of the April 24th meeting were approved.

III. The GE Committee’s duties and responsibilities
Tatiana reviewed the committee’s duties and responsibilities from the faculty handbook and provided the new committee members with necessary documents. Tatiana was selected as the committee chair. David VanderLaan will serve as the Academic Senate Liason for the GE Committee. There may also be a student representative on the GE Committee – Riley Svikhart (WCSA President) with voice but no vote.

IV. The GE website project update: Tatiana Nazarenko
Tatiana gave an update on the redesign and streamlining of the GE web information and the updates that were done over the summer. These pages should go live online this week once Brittany Myles makes the final updates.

V. The GE Committee’s tasks for the 2014-2015 academic year
We will be using LiveText to do light assessment of two Common Inquiry areas this year. The goal is to do the prep work in the fall and the assessment in the spring

Tom will focus on Understanding Society during the year
Bruce will focus on Performing and Interpreting the Arts during the year
We will also be doing some preparatory work for the institution wide Quantitative Literacy assessment
  Stephen Contakes will focus on this prep during the year

VI. RS-119 Submission Form; RS-119 Syllabus
    The GE Committee discussed the proposal. The course was approved with no corrections. This change will become effective starting Spring 2015.

VII. RS-120 Submission Form; RS-120 Syllabus
    Tatiana asked that the committee review the material for this proposal prior to our next meeting.

VIII. Understanding Society and Performing and Interpreting the Arts syllabus review in LiveText: Doug Conrad and Tatiana Nazarenko
    Tatiana and Doug walked through how to log into LiveText and use it to assess the syllabi for these two areas based on a common rubric. The suggestion was made to discuss the syllabus review rubric. As a committee we walked through one syllabus together. Tatiana has delegated additional syllabi for us to review on our own prior to our next meeting.

Respectfully submitted,

Michelle Hardley
Registrar