

**MINUTES**  
**General Education Committee**  
**September 7, 2023**  
**3:30 p.m. - 5:00 p.m.**  
**Montecito Room**

**Members present:** Steve Butler (Professor of Music), David Hunter (Professor of Mathematics), Jana Mayfield Mullen (Director, Library & Information Services), Tatiana Nazarenko (Dean of Curriculum and Educational Effectiveness), Felicia Song (Professor of Sociology & Anthropology), Tara Sturges (Recording Secretary and Associate Registrar)

**Absent:** Michelle Hardley (Registrar)

**Guests Present:** Theresa Covitch (Library Academic Support Manager; Instructor of English), Leonor Elias (Associate Professor of Modern Languages), Sarah Skripsky (Associate Professor of English)

**I. Prayer - Tatiana Nazarenko**

**II. The minutes from April 27, 2023**

The minutes were approved by Tatiana, Felicia, and Tara. David, Jana, and Steve abstained from voting as they were not on the committee during the 2022-2023 academic year.

**III. The GE Committee's responsibilities**

Tatiana distributed the Faculty Handbook and directed committee members to review the section outlining members' responsibilities. The committee's responsibilities were briefly reviewed and discussion commenced regarding the selection of the committee chair.

**IV. Election of the Committee Chair**

Tatiana nominated Felicia Song to be the chair of the GE Committee, and the committee members unanimously approved. Felicia Song accepted the appointment and was elected chair of the committee.

**V. Working Artistically assessment update: Felicia Song**

Felicia will update the document drafted reflecting input gathered from relevant departments during Summer 2023. The final draft will be sent to committee members for review before the next meeting on September 21, 2023.

**VI. Understanding Society assessment update**

David Hunter, representing the GE Committee, will host a luncheon to facilitate a conversation among the associated faculty to discuss the data and findings gathered from the Understanding Society assessment. Faculty attendees will provide feedback concerning the findings of this assessment to determine whether changes are required or if the current syllabi and GE criteria are sufficient and reflective of the departments' intentions for this GE requirement. The feedback obtained will be added to the Understanding Society assessment report. Felicia will provide a script to guide the conversation with the faculty.

## **VII. Tasks for the Fall of 2023**

Committee members reviewed the tasks prioritized for the Fall 2023 semester (list in Google Drive). Tatiana briefly summarized each item as listed below:

1. Approval of JRD proposals - The implementation of the JRD requirement begins in Spring 2024.
2. Shifting Serving Society from a GE requirement to a graduation requirement and removing the Compassionate Action category from the GE curriculum
3. Completing the Understanding Society SLO assessment assessment; discussing and posting the report
4. Discussing and posting the Working Artistically GE SLO assessment report
5. Reviewing Writing-Intensive syllabi - The WIC syllabi audit will be completed this semester. See also minutes below (X).
6. Reviewing QAR syllabi - All courses are to be assessed by committee members by mid-October.
7. Reviewing Thinking Globally syllabi - This assessment will take place in Spring 2024.
8. Completing the PR Student Survey and making recommendations regarding the PE modifications -
9. Approval of new GE courses

## **VIII. The GE Combined document**

Tatiana distributed the 2023-2024 GE Combined document and briefly reviewed its contents. The Westmont web pages associated with the GE Committee were also reviewed.

## **IX. MA-005 and SOC-108**

Committee members were briefed and had preliminary discussion about the current state of the Reasoning Abstractly (RA) requirement as associated with questions raised about the status of MA-005 (Introduction to Statistics) and SOC-108 (Quantitative Research Methods). Currently, the SOC-108 course instructor Blake Kent is seeking RA certification. Given existing challenges regarding the RA GE, the committee will ask Blake to submit a formal application and invite him to provide rationale in-person at the next GE meeting.

**X. Writing-Intensive Course Syllabi Audit: Sarah Skripsky, Leonor Elias & Theresa Covich**

Sarah, Leonor, and Theresa discussed the WSI course audit details. Sarah and Leonor will split the syllabi evenly as faculty second-reader evaluators outside of the GE Committee, and all WSI will be divided among committee members. Sarah reviewed the rubric to be used during the assessment, describing various items to which assessors should pay particular attention and scoring rationales. Complete audit needs to be completed during Fall 2023.

**XI. Other business**

None.

Respectfully submitted,

Tara Sturges