

General Education Committee
Meeting Minutes

Date: Thursday, Sept. 27, 2012
 Location: LRC – Room 746
 Time: 3:00pm – 4:00pm

Committee Members	Present	Absent	Excused
Carolyn Borg	X		
Frank Nigro	X		
Susannah Fulton			X
James Tate	X		
Shelly Presnell	X		
Lauren Hollingsworth	X		
Anita Maxwell	X		
Bob Googins	X		
Roxie Redd	X		
Brad Rupert		X	

Guests
Cliff Gottlieb
Sandra Hamilton-Slane

Welcome and Introductions

Carolyn called the meeting to order at 3:07 p.m. Introductions were made around the table.

Approval of Feb 2012 minutes

The minutes of the February 23, 2012 meeting were reviewed. A motion was made to approve the minutes (M/S: Presnell/Hollingsworth). Motion carried.

2012- 13 GE Committee membership

Carolyn reviewed the membership list for 2012-13 noting that the areas that are not represented – Agriculture/Natural Resources/Industrial Technology and the Living Skills/Multicultural area.

Update on Flex day discussion of GELO's – Shelly Presnell

Shelly presented handouts from the Flex day SLO meetings. She noted that they are evaluating the SLO/GELO process and looking for training opportunities. The Learning Outcomes handbook is in draft form and being updated. She indicated that they are currently closing the loop on the SLO process and asking the question “what role do we play” at Step #5 of the learning assessment cycle.

Lauren brought the rubric completed by the English department for GELO area 4A- English Composition. She indicated that there was some confusion on what they were to be doing at the Flex day meeting and that the English department rewrote one of the rubric criteria. She will take the rubric back to the English department for further discussion and review. They will work towards including the Business Communication faculty also.

Carolyn distributed two documents – Barclays Official California Code of Regulations, **Title 5:55063 “Minimum Requirements for the Associates Degree”** (blue sheet) excerpt and **CSUEO-1033 The California State University memorandum on General Education Breadth Requirements** (pink sheet). She pointed out that in the excerpt from Title 5, on the third page, paragraph D lists the General Education Requirements for Language and Rationality which will be helpful to the English department as they address their assessment of the GELOs.

New/Revised GELOs

There was discussion as to why we have GELOs in the catalog as General Education is not a program. Carolyn noted need GELOs to assess learning outcomes that are outside of the programs.

- a. Natural Science GELO-3 (Cliff Gottlieb)
 - i. Area 1 Natural Sciences – A proposed new GELO was presented. Cliff also presented a new rubric which summarizes this new GELO that adds the use of problem solving skills.

A recommendation was made that the third GELO be added and an email sent to the faculty coordinators to use this. Motion to approve the third GELO to Area 1- Natural Sciences to be called GELO NS 3 was made (M/S: Tate/Maxwell). Motion approved.

The role of the GE committee was discussed in regards to reviewing the GELO summary reports. It was noted that these are to be reviewed annually. Steps for revising the GELOs were discussed and whether the proposed changes should go through the SLO committee or directly to the GE committee. There was a comment about the lack of data on the summary reports. It was suggested that there be increased training for faculty and making more time available for the training.

A motion was made to approve the following steps for review of the GELO summary reports and revisions to GELOs (M/S: Googins/Tate). Motion approved.



General Education – Review of standards for approval: IGETC, CSU, Associate degree

Carolyn distributed the newly updated GE patterns for 12-13. She also reviewed again the criteria for courses from Title 5 and “The California State University Chancellor’s office” (pink and blue handouts). These will be posted in the GE committee folder on the I: drive (in the Everyone folder). She particularly noted that these guidelines will be used by the GE committee when decisions are made about general education courses.

GE Committee Website

No discussion.

A motion to adjourn the meeting was made (M/S: Redd/Googins). Meeting adjourned at 4:05.

Minutes taken by Peggy Himbert, Administrative Assistant - Science, Language Arts and Math Division.

Approved as corrected: 12/13/2012