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GENERAL EDUCATION SUBCOMMITTEE

Meeting Minutes

February 5, 2008 - 8:30 a.m.
Champ Hall Conference Room

Present: Norm Jones (Chair), Steven Hanks, Phebe Jensen, Richard Mueller, Cathy Hartman, Wendy Holliday, Vince Lafferty, Tyler Bowles, Richard Cutler, Tom Peterson, Jeff Smitten, Rob Barton, Christie Fox, Stephanie Hamblin, Mary Leavitt John Mortensen, and Joyce Kinhead

Absent: Wynn Walker, Shelley Lindauer, Nancy Mesner, Gary Straquadine, Peter McChesney, Ryan Dupont, and Rhonda Miller

I. Approval of Minutes of January 8, 2008.

A motion was made to approve the minutes of January 8, 2008. The motion was seconded and carried unanimously.

II. Course Approvals

- | | |
|---------------------------|--|
| a. ARTH 4510 – CI | Pending report from Rhonda's subcommittee |
| b. ARTH 4610 – CI | Pending report from Rhonda's subcommittee |
| c. ARTH 4620 – CI | Pending report from Rhonda's subcommittee |
| d. ARTH 4630 – CI | Pending report from Rhonda's subcommittee |
| e. ARTH 4720 – CI and DHA | Pending report from Rhonda's subcommittee |
| f. SPAN 3510 – CI | Pending report from Rhonda's subcommittee |
| g. WILD 3300 – CI | Pending report from Rhonda's subcommittee |
| h. FCSE 3080 – DHA | Approved pending receipt of additional language requiring Breadth Humanities prerequisite (Jeff will notify) |
| i. MUSC 3660 – DHA | Pending further information from Nick Morrison |
| j. PHIL 4610 – DHA | Already carries DHA designation |
| k. PORT 3570 – DHA | Approved pending submittal of the course outline |
| l. PORT 3630 – DHA | Approved |
| m. COMD 3400 – DSC | Pending report from subcommittee |
| n. CS 1360 – BPS | Approved designation, but course has not been approved |

III. Syllabus Approvals

- | | |
|---|----------------|
| a. USU 3330: Childhood in the Past (David Lancy) | Approved |
| b. USU 1300: US Institutions (Robert Wagner) | Approved |
| c. FCSE 3030: Textile Science (Lu Oaks) | Approved |
| Richard will ask for approval to post on the web as a model QI course | |
| d. HONORS 3030: Food & Culture (Sarah Gordon) | Approved |
| e. COMD 3400: Acoustics & Anatomy and Physiology of the Ear (D Laws) | Pending Review |

IV. Other Business: Review of Breadth Creative Arts Syllabi by Joyce Kinhead

Joyce reported that at the request of the General Education Subcommittee, she, Ann Austin and Bruce Saperston reviewed the criteria for Breadth Creative Arts Syllabi. She provided a detailed summary of their findings. Appendix A includes suggestions on how to develop

alternative criteria for BCA courses that do not apply to USU 1330 integrated courses (e.g. Music 1010). Appendix C includes BCA criteria to help make it clear that collaborative learning and information literacy are practiced in the course. The objectives may already be there, but it is often unclear in the way it is written. It was recommended that examples of exemplary syllabi should be shared with everyone teaching classes with BCA designation.

The committee also recommended that the BCA designation be removed from Music 1100 because it is a skills course. John stated that the course has not been offered on campus for the past three years. Norm will talk with the Music Department to see how they feel about having the designation removed. John will send Norm a list of classes that are not currently being offered. There are currently only five BCA options. There are also several typographical errors on the BCA designation that need to be corrected.

The Gen Ed Subcommittee needs to look at policies concerning syllabi content. It was suggested that someone review the website to make sure the policies listed on-line are updated so faculty can refer to the minimum standards for syllabi. Steve stated that he did not want it to look like it was being mandated by the Provost's Office, so it needed to be a faculty project. It was pointed out that it is currently linked to the Provost's webpage so Steve will talk to Ann Austin to see if it could be part of her webpage.

Every syllabus needs to include enough content in order to prove that Northwest Accreditation Standards are being met. It can be brief, but course goals and procedures must be addressed.

Norm has stopped enrollment on one USU course pending submittal of an appropriate syllabus.

Norm will send a memo to all 1330 faculty to see if they would like him to facilitate a forum for them to get together to talk about what is possible. He will also include a copy of the syllabi report and samples of exemplary syllabi from Christie Fox, Tom Peterson, and Eric Smigel.

It was suggested that the Depth classes be renumbered to include 3320 for Humanities courses. Everyone agreed that was a good idea. It will involve having a new Course Approval Form approved by the EPC, but it can be done and would help clarify things.

Information Literacy

Wendy Holliday reported that the Library has recruited three Information Literacy Fellows: Charlie Huenemann, Vicki Rosen, and Jim Rogers. They met last week to begin working on scalable instruction to imbed information literacy in all USU courses. The Fellows will get \$500- and the pleasure of working with librarians in exchange for their work on this issue.

Faculty Senate Approval

Yesterday-the Faculty Senate approved the change in General Education Requirements, raising the number of credits in General Education to 30, bringing USU into compliance with the Board of Regents' Policy R470, effective Summer 2008.

V. Next Meeting – March 4, 2008

VI. Adjournment. The meeting adjourned at 9:15 a.m.