Minutes  
General Education Council  
Friday, September 24, 2010

**Attendance:**
Maurianne Adams, Philippe Baillargeon, Bruce Baird, John Cunningham, Alexandrina Deschamps, Isabel Espinal, Ginger Etinde, David Fleming, Judy Goodenough, Patricia Gubitosi, Claire Hamilton, Anne Herrington, Sarah Jenness, John Lenzi, Ernest May, Dori McCracken, Amilicar Shabazz, Martha Stassen, Razvan Sibii,

**Welcome:**
The Council welcomed new members Philip Baillargeon from LLC, and graduate student Sarah Jenness. Razvan Sibii returns as a faculty representative, having formerly been the Graduate Student representative.

**General Education:**
John Cunningham gave a summary on the General Education letter to campus faculty and an update on the entering class and 4 credit enrollment. He stated that approximately 475 students are incoming for the Fall ’10 semester, a portion of which are out-of-state. There were around 320 entering into the freshman class and about 120 as transfers. He also noted that the current funding plan for the Integrative Option is the same $210 per student stipend back to departments that current funds the JYWP.

The question was raised about the need to provide IE options to transfer students (entering Fall 2010) by Spring 2012. John Lenzi and Dori McCracken agreed to prepare a report on the status of this semester’s entering transfer admissions students before the October 29 meeting. This report will specify the entry status of transfers, their UMA “year”, and their majors.

There was some general discussion of governance for IE once it is up and running, and whether or not the JYWP offers an administrative or funding model. Maurianne noted that this discussion is premature just now, in that the GEC will want to review at least the first cycle of IE approvals for Spring 2012, but may want to hand over approval to an IE subcommittee of the GEC once there are large numbers of IE approvals. The long-term governance models briefly mentioned included the JYWP model, a GEC subcommittee model, and a GERICO (joint GEC and Academic matters) expedited model.

**Davis Fellows**
Martha reviewed the progress on the applications for the Davis Grant. There have been 12 departments which have applied for Fellowes. Martha expressed enthusiasm that these 12 departments suggest the desired campus-wide interest in participating in the Integrative Experience through the Davis grant.

**Update on Fourth Credit and On-line Submission:**
First, Sarah Jenness reported on the progress of the 3-to-4 credit course conversions. As of now, 326 courses are categorized as Gen Ed; from this, 206 courses have been approved as 4-credit, and five are awaiting finalization. Second, she also reviewed the summer’s progress on finalizing an accessible on-line submission and review process for the GEC. Current, the plan for the on-line submission process includes brand new course submissions, existing courses submitted for GenEd designations, 3-to- 4-credit submissions, and Quinquennial Review submissions. Procedures for the first three have been finalized, and the QQ submission program is in the final stages of completion. The motion to accept the completed components of on-line GenEd course submission was APPROVED, based on Council members’ use of new course and review process for EDUC 202 (see below). The Council members gave suggestions as to how the on-line submission could be improved.
Bruce Baird stated that he felt there was too much cutting and pasting when using the submission form and would prefer to be able to supplemental materials online rather than having to download. Claire Hamilton noted the difficulty of losing course information once completing the on-line submission form, and suggested that possibly there could be a ‘queue’ which could retain the information for a number of weeks before deletion. Toggling among many documents is frustrating. It was suggested that having past approved courses available for future use would also be helpful. Another suggestion was to have the on-line submission of the course be available for other subcommittee members to view. Other details such as eliminating repeated paragraphs of Gen Ed goals which were disbursed in various places, were discussed. Sarah agreed to take these suggestions back to CESD designers for the online submission and review process.

**QQ-Reviews:**
Maurianne and Sarah informed the Council on the QQ-Review process. Council members agreed with Maurianne’s suggestion that all Council members sign up for a review subcommittee, which would create 13 subcommittees of 2 members per subcommittee. A sign-up sheet was passed around the room to get Council member subcommittee preferences. Each subcommittee will have no more than four Gen Ed’s to review per semester, for a total of no more than 48 proposals (new proposals as well as QQ’s) per semester, and usually fewer. Sarah then presented the new ‘Form Q’, which was based upon a combination of ‘form F’ and the needs of the online submission process. It was suggested that the section for syllabi be limited to syllabi from the previous academic year. The Council discussed the issue of ‘writing requirements’ and concluded that an explanation of what ‘writing requirements' mean for the QQ’s would be needed. The discussion prior to creating an online definition of the writing requirement will be led by David Fleming and Anne Herrington at the October meeting. Other issues such as ‘critical thinking’ and ‘goals’ would need to be explained on the online Form Q as well. The new ’Form Q’ in its current form was APPROVED by the Council, prior to creating the needed definitions. Form Q will be reviewed again at the October meeting.

**Transfers**
It was noted that some Integrative Experience options or pilots would be needed for Fall 2010 incoming transfers students by Spring 2012. It is estimated that there will be 800 to 1,100 senior transfer students needing the IE next year. The goal is to make the transition as smooth as possible for these transfer students. A question arose regarding Gen Ed/I.E. requirements for transfers, and it was confirmed that these are mandatory for all incoming transfers.

The October 29th meeting agenda will include (1) a renewed discussion of the challenges posed by Fall 2010 transfer students, (2) the Writing expectation in Social World courses, (3) revisions to Form Q.

**Next Meeting:** Friday, October 29th, 2010 at 2:30 PM, in the Chancellor’s Board Room, 370 Whitmore.