

General Education Council Meeting Minutes

Academic Year 2019-2020

GEC Membership Roster 2019 – 2020

Name	Department
<u>Angela La Valley</u>	GEC Chairperson, Dept. of Communication Studies, College of Liberal Arts
<u>Mark Bauman</u>	Interim Vice Provost and Dean of Undergraduate Education
<u>Jerrold Harris</u>	Research, Compliance, and Assessment Coordinator, Office of Inst. Effectiveness
<u>Janet Rarig</u>	Student Affairs, Executive Director of Wellness Center
<u>Kate Beishline</u>	Dept. of Biological & Allied Health Sciences, College of Science & Technology
<u>Jessica Bentley-Sassaman</u>	Dept. of Exceptionality Programs, College of Education
<u>Tina Entzminger</u>	Dept. of English, College of Liberal Arts
<u>Ben Franek</u>	Dept. of Environmental, Geog. & Geol. Sciences, College of Science & Technology
<u>Jennifer Johnson</u>	Dept. of Psychology, College of Liberal Arts
<u>Jung Kim</u>	Dept. of Marketing & Professional Sales, Zeigler College of Business
<u>Linda Neyer</u>	Library Services
<u>Cherie Roberts</u>	Dept. of Teaching and Learning, College of Education
<u>Cassandra Sachar</u>	Academic Enrichment
<u>M. Safa Saracoglu</u>	Dept. of History, College of Liberal Arts
<u>Loren Selznick</u>	Dept. of Accounting and Business Law, Zeigler College of Business
<u>Nodir Egamberdiev</u>	Student Representative

General Education Council – September 9, 2019

The meeting of the General Education Council was called to order at 2:00 pm on Monday, September 9, 2019 in the Andruss Library Schweiker Room.

Minutes

Members Present: M. Bauman, K. Beishline, N. Egamberdiev, B. Franek, J. Harris, B. Heckrote, J. Johnson, J. Kim, A. La Valley, L. Neyer, J. Rarig, S. Saracoglu, C. Sachar, C. Roberts, L. Selznick.

Guests: K. Dauber.

1. Call to Order - A. La Valley called the meeting to order at 2:04 pm.
2. Approval of Agenda of September 9, 2019 – J. Bentley-Sassaman motioned to approve the agenda. K. Beishline seconded. The motion was approved unanimously.
3. Approval of Minutes of April 29, 2019 – C. Roberts motioned to approve the minutes. B. Heckrote seconded. The motion was approved unanimously.
4. Course Proposals

[EXERSCI 270](#) Exercise and You – Add 1 GEP in Goal 2 Information Literacy (for a total of 2 GEP in Goal 9 Healthy Living and 1 GEP in Goal 2 Information Literacy). J. Bentley-Sassaman made a motion to recommend EXERSCI 270 Exercise and You for 1 GEP in Goal 2 Information Literacy (for a total of 2 GEP in Goal 9 Healthy Living and 1 GEP in Goal 2 Information Literacy) to BUCC. J. Harris seconded.

K. Dauber introduced herself and described the course proposal. She explained that additional content in the course make the additional GEP appropriate.

Suggestions:

- Q1 – In changes in existing courses, fill in boxes showing 2 credits changing to 3 credits.
- Q2 – The last two sentences are not clear. One states that workload remains the same, and the other says that teaching workload will go from 2.33 to 3.00.
- C. Sachar brought up some grammatical suggestions – run-on sentences – that can be fixed. A. La Valley suggested sending those corrections to herself and Traci, and the changes will be added to the minutes.
- Include more examples of how students will evaluate the information that they get from using technology. K. Dauber indicated that there is evaluation done in the classroom, and it can be added to the proposal.
- Expand on the content outline/description.
- In Document R (Master Course Syllabus), items should be numbered according to the PRP for Omnibus forms. Lecture Content Outline should be labeled Content Description.
- Student Learning Objectives table should include a column for student assessment.
- SLO 3 and 4 are missing, and SLO 7 is worded differently on the table compared to the rubric.

- SLO 5 identifies ethical reasoning as the related value rubric. It was suggested that another rubric might be a better fit.
- Lifelong Learning rubric is mis-labeled and should be named Information Literacy.
- It was suggested that SLO 5, 6, and 7 can fall under Inquiry and Analysis.
- In SLO 6, change wording to read, “Access analyze, evaluate, and effectively utilize information gained from technology regarding health related concepts.”
- It was suggested to combine some SLO’s to clean it up and make it less complicated.
- Item 14: Add to the end of the last sentence “as requested by the general education council.”

J. Bentley-Sassaman motioned to table, seconded by C. Sachar. Committee members requested that the revised proposal be submitted for the next GEC meeting. The motion passed unanimously.

[EXERSCI 211](#) – Methods and Materials in Elementary School Physical Education for 2 GEP in Goal 9 Healthy Living and 1 GEP in Goal 1 Communication.

L. Neyer made a motion to recommend to BUCC EXERSCI 211 Methods and Materials in Elementary School Physical Education for 2 GEP in goal 9 Healthy Living and 1 GEP in Goal 1 Communication. J. Bentley-Sassaman seconded.

K. Dauber explained the course proposal.

Suggestions:

- Document P: Check box #2, and the check boxes under item 2 and four should be the same.
- In Q1, old course # and new course # need to be indicated.
- Q2, line 4 states, “students will be actively writing lesson plans.” It was suggested that writing and revision will strengthen the point of the proposal.
- Document R: Under content description, item 2a should read “Preparing a Quality Lesson Plan.” It was suggested to emphasize feedback and revision.
- In catalog description, remove the words “for education and exercise science majors” at the end.
- Item 14: Add to the end of the last sentence “as requested by the general education council.”
- SLO table – label Goal 9 as Healthy Living and not Physical Activity.
- SLO #4 can include goals 1 and 9. It was suggested to replace the word demonstrate with “implement” and keep “identify.”
- Student assessment for SLO #3 and #4 – keep wording consistent.

Motion to recommend passed unanimously. A. La Valley asked K. Dauber to send revisions to T. Fetterman.

5. Assessment

A. La Valley indicated that we don’t want to do nothing until recommendations come out from the General Education Task Force. She met with Mark Bauman over the summer, and they are meeting with the ZIPD advisory board on Wednesday to talk about how they assess their program. She is doing outreach with faculty teaching information literacy to see if they can use a common rubric for assessment in their courses. She asked for additional ideas/suggestions to discuss during this interim time.

B. Franek asked what we might say during this interim time to people who ask what we are doing for assessment. A. La Valley said her general feeling is that program reviews and accreditation are ongoing. If it makes sense to collect that data for their own purposes, OPA can still help collect that data. However, A. La Valley is not requesting the data on behalf of the GEC. She said if this body wants to change that we can. There has been discussion in the past about the difficulty in gaining useful information from those rubrics. J. Harris indicated that one program has asked that the data be collected.

J. Johnson asked about the timeline for the General Education Task Force. We collected a lot of information and put them together for middle states. Who was that shared with? Does it get down to the level of faculty? A. La Valley said that their time line is a fall 2021 implementation of new/revised General Education assessment plan. This year they will be putting something together and getting feedback.

M. Bauman stated that the entire program is up for discussion. That doesn't mean big changes, but it's based on feedback. M. Bauman said that there was a suggested to go back to using credits instead of points. There are a lot of logistics to be worked out. There are also other potential changes being discussed.

J. Johnson said that faculty first instinct is to say that the current plan isn't working, but do they have all of the information? A. La Valley said the report that went to Middle States is available on the OPA website document repository through a BU login. It was presented at the last Forum meeting. The reports are available and accessible. J. Johnson asked if there could be an effort to attend college and department meetings to share information.

K. Beishline suggested a university-wide assessment like a competency exam. There was a discussion of that approach.

Goals for this committee: review course proposals as they come through, develop assessment ideas, recommendations for changes to the current program.

Open Forum

Chair Announcements – A. La Valley asked committee members to notify their department and college level curriculum committees to make sure that Omnibus forms go to GEC when necessary. Sometimes they skip GEC and go right to BUCC. A. La Valley explained that if any item under Item #4 on Document P is checked, it needs to be reviewed by GEC. A. La Valley reviews the proposal and if it's a minor change, she can review without it coming to a GEC meeting. She stated that since there are new members of the committee, that process can change if the committee wishes. L. Selznick made a motion to continue the practice of chair review. B. Heckrote seconded. Motion was approved unanimously.

Adjournment

L. Selznick motioned to adjourn. C. Sachar seconded.

Meeting was adjourned at 4:00 pm.

General Education Council September 23, 2019

The meeting of the General Education Council was called to order at 2:00 on Monday, September 23, 2019 in the Andruss Library Schweiker room.

Minutes

Present: K. Beishline, A. La Valley (Chairperson), N. Egamberdiev, C. Roberts, T. Entzminger, B. Franek, L. Neyer, J. Bentley-Sassaman, J. Rarig, J. Johnson, J. Kim, B. Heckrote, L. Selznick, C. Sachar.

Guests: A. Fradkin

1. Call to Order – A. La Valley called the meeting to order at 2:02 pm.
2. Approval of the Agenda of September 23, 2019 – Roberts/Rarig motion to approve agenda. Motion passed unanimously.
3. Approval of the Minutes of September 9, 2019 – Beishline/Neyer motion to approve minutes. Motion passed with one abstention.
4. Course Proposals

- a. EXERSCI 270 – Exercise and You – Add 1 GEP in Goal 2 Information Literacy (for a total of 2 GEP in Goal 9 Healthy Living and 1 GEP in Goal 2 Information Literacy). Second read.

J. Bentley-Sassaman made a motion to recommend EXERSCI 270 Exercise and You for 1 GEP in Goal 2 Information Literacy (for a total of 2 GEP in Goal 9 Healthy Living and 1 GEP in Goal 2 Information Literacy). C. Roberts seconded.

Andrea Fradkin introduced herself as the chairperson of exercise science department. She noted that one more addition needed to be made, under item 14 “as requested by the general education council.” She added more background information in Q2 for justification and an explanation of the credit/faculty workload in Q2 and Q3. The content description was expanded. SLOs were cleaned up. Rubrics were updated.

Suggestions:

- SLO 1 should include wording to match the rubric, like evaluate.
- SLO 3 – explain what SMART means, either in the SLO or in the content description.
- Q2 – La Valley said that BUCC is going to look at the credit change first, so it may be better to include that information first. HONORS 175 is on

the BUCC agenda for 10/2/19, so it hasn't been approved yet. It could be mentioned that it's going through the process for approval.

- Information Literacy Value Rubric – put course name and number on the rubric. Same for other rubrics as well.

Motion to recommend, presuming BUCC approves the change to three credits, passed unanimously.

5. Open Forum

- La Valley and Bauman met with ZIPD program faculty to look at assessment activities. They run a case competition every semester. They use a rubric to evaluate student presentations. The presentations are open to the public. There was discussion about using this type of activity for assessment of particular general education goals.
- Suggestion to include internship rubrics in assessment.
- Discussion of methods that other schools use. Suggestion to have students take an entrance and exit exam.
- The capstone courses would be the moderators of the exit test. It was suggested that first year experience would be where the entrance test.
- Discussion of artifact collection.

6. Adjournment – J. Bentley-Sassaman motion to adjourn, seconded by K. Beishline.

Meeting adjourned at 3:13 pm.

General Education Council October 7, 2019

The meeting of the General Education Council was called to order at 2:00 on Monday, October 7, 2019 in the Andruss Library Schweiker room.

Minutes

Present: A. La Valley (Chairperson), B. Franek, C. Roberts, M. Bauman, K. Beishline, C. Sachar, J. Harris, L. Neyer, B. Heckrote, J. Johnson, S. Saracoglu, J. Rarig, L. Selznick, J. Bentley-Sassaman.

1. Call to Order – A. La Valley called the meeting to order at 2:03 pm.
2. Approval of the Agenda of October 7, 2019 – B. Franek motioned to approve the agenda, seconded by B. Heckrote. Motion to approve agenda passed unanimously.
3. Approval of the Minutes of September 23, 2019 – C. Roberts motioned to approve the minutes, seconded by L. Neyer. Motion minutes passed unanimously.
4. Course Proposals

[ENGLISH 198](#) – English Transfer – Add 1 GEP in Goal 1 Communication, 1 GEP in Goal 4 Cultures and Diversity, and 1 GEP in Goal 7 Humanities.

[ENGLISH 199](#) – English Transfer – Add 1 GEP in Goal 1 Communication and 2 GEPs in Goal 7 Humanities.

[ENGLISH 298](#) – English Transfer – Add 1 GEP in Goal 1 Communication, 1 GEP in Goal 4 Cultures and Diversity, and 1 GEP in Goal 7 Humanities.

[ENGLISH 299](#) – English Transfer – Add 1 GEP in Goal 1 Communication and 2 GEPs in Goal 7 Humanities.

J. Harris motioned to table the proposals, due to lack of representation from the department. K. Beishline seconded, and the motion passed.

5. Review & Discussion of General Education Survey Results
 - a. Survey was administered by GE Task Force to assess perceptions of the current program and general ideas of what general education should look like. Surveys went to students, faculty, and student affairs personnel.
 - b. Citizenship was the least understood goal from students, per the survey results.
 - c. There was agreement among survey-takers that ten goals is too many.
 - d. Importance of general education was valued by 77% of faculty and 15% of students.

- i. It was asked to break down the results between freshman & sophomores versus juniors and seniors to see if there is a difference between the two groups.
 - ii. Discussion of communicating the value of general education to students.
 - 1. It was noted that the Jump Start program communicated to students about general education.
 - 2. It was noted that orientation is an overwhelming time for students in terms of receiving information, but it could be helpful to at least send a link for students to review.
 - 3. It was suggested that first year seminar class would be an appropriate place for this information to be given.
 - 4. There was a suggestion to survey alumni and employers to get an idea of how important general education is (value of GE).
 - e. Appropriate structure for general education
 - i. More students said competency-based
 - ii. More faculty said distribution-based
 - f. Points vs. Credits – students, faculty, and student affairs all favored credits.
 - i. It was asked to break down freshmen, sophomores, juniors, and seniors.
 - ii. Discussion of points vs. credits systems. Points were meant to portray the interdisciplinary nature of general education.
 - g. Quotes from students were shared with the committee. They shared representative opinions from students.
 - i. It was suggested to ask the Registrar's office which courses are most commonly not accepted as transfer courses for GEPs.
 - ii. Internal marketing of the general education system was suggested.
6. Assessment Plans – Fall 2019 & Spring 2020
- a. Capstone experiences – are they collecting data that could tell us about general education goals?
 - b. It was noted that some goals are not easily assessed with direct measures.
 - c. There was a suggestion to get data from departments that administer exit surveys. It was also suggested to add some questions about general education to the exit surveys, and to use the wording, “Name one good thing and one bad thing about general education.”
7. Open Forum
8. Adjournment – J. Harris motioned to adjourn, seconded by J. Johnson.

Meeting was adjourned at 3:56 pm.

General Education Council October 21, 2019

The meeting of the General Education Council was called to order at 2:00 on Monday, October 21, 2019 in the Andruss Library Schweiker room.

Minutes

Present: A. La Valley (Chairperson), M. Bauman, J. Bentley-Sassaman, K. Beishline, T. Entzminger, J. Harris, B. Heckrote, J. Johnson, J. Kim, L. Neyer, J. Rarig, C. Roberts, L. Selznick.

7. Call to Order – A. La Valley called the meeting to order at 2:03 pm.
8. Approval of the Agenda of October 21, 2019 – Rarig/ Bentley-Sassaman motioned to approve agenda. Motion passed unanimously.
9. Approval of the Minutes of October 7, 2019 – Roberts/Harris motioned to approve minutes. Motion passed with one abstention.
10. Course Proposals

a. English Department

ENGLISH 198– English Transfer – Add 1 GEP in Goal 1 Communication, 1 GEP in Goal 4 Cultures and Diversity, and 1 GEP in Goal 7 Humanities.

ENGLISH 199 – English Transfer – Add 1 GEP in Goal 1 Communication and 2 GEPs in Goal 7 Humanities.

ENGLISH 298 – English Transfer – Add 1 GEP in Goal 1 Communication, 1 GEP in Goal 4 Cultures and Diversity, and 1 GEP in Goal 7 Humanities.

ENGLISH 299 – English Transfer – Add 1 GEP in Goal 1 Communication and 2 GEPs in Goal 7 Humanities.

L. Neyer made a motion to remove these courses from being tabled, J. Rarig seconded.

K. Beishline made a motion to package these courses and recommend: ENGLISH 198 and ENGLISH 298 for 1 GEP in Goal 1 Communication, 1 GEP in Goal 4 Cultures and Diversity, and 1 GEP in Goal 7 Humanities, and ENGLISH 199, and

ENGLISH 299 for 1 GEP in Goal 1 Communication and 2 GEPs in Goal 7 Humanities. L. Neyer seconded.

T. Entzminger spoke as chairperson of the English department and noted that adding GEPs to these courses addresses difficulties transfer students face if their coursework at their previous institution(s) included courses for which we do not have an equivalency.

Motion to recommend passed unanimously.

b. History Department

[HISTORY 195](#) – History Transfer – Add 2 GEPs in Goal 3 Analytical and Quantitative Skills and 1 GEP in Goal 7 Arts and Humanities.

[HISTORY 196](#) – History Transfer – Add 1 GEP in Goal 2 Information Literacy and 1 GEP in Goal 6 Social Sciences.

[HISTORY 197](#) – History Transfer – Add 1 GEP in Goal 4 Cultures and Diversity and 2 GEPs in Goal 7 Arts and Humanities.

[HISTORY 198](#) – History Transfer – Add 3 GEPs in Goal 4 Cultures and Diversity.

L. Neyer motioned to table the proposals, due to lack of representation from the department. J. Bentley-Sassaman Seconded, and the motion passed.

11. Chair's Remarks

- A. La Valley presented survey results on behalf of the Gen Ed Taskforce at BUCC's open meeting, and received similar reactions to students' perception of general education.

12. Open Forum

- The committee will continue to examine ways to assess Goal 2 Information Literacy, and see if instructors of classes with GEPs in Goal 7 Second Language would be willing to have their students take the placement test prior to, and after, the completion of their class.
- Discussion about the types of posttests issued to graduating students, and their incentive to complete the tests. The committee may also be able to examine BU graduate GRE scores, or if it would be beneficial for the university, to look into purchasing ETS HEIghten. There are issues with student incentives to complete these tests according to their knowledge.

- Because the general education system is in the process of changing it was decided that the committee will not pursue the above options at the current time, in favor of looking at how specific goals can be assessed similar to the ideas in place for Goal 2 and Goal 8. Additional ways to evaluate the results of other goals will be examined next academic year.

13. Adjournment – T. Entzminger motion to adjourn, seconded by L. Selznick.

Meeting adjourned at 3:12 pm.

General Education Council November 4, 2019

The meeting of the General Education Council was called to order at 2:00 on Monday, November 4, 2019 in the Andruss Library Schweiker room.

Minutes

Present: B. Franek, A. La Valley (Chairperson), C. Sachar, T. Entzminger, C. Roberts, L. Neyer, J. Kim, J. Bentley-Sassaman, J. Johnson, K. Beishline, S. Saracoglu, L. Selznick, T. Fetterman (Secretary).

Guests: J. Oast, D. Walberg, K. Beyer.

14. Call to Order – A. La Valley called the meeting to order at 2:03 pm.
15. Approval of the Agenda of November 4, 2019 – L. Neyer motioned to approve the agenda, seconded by T. Entzminger. Motion passed unanimously.
16. Approval of the [Minutes of October 21, 2019](#) – T. Entzminger motioned to approve minutes, seconded by C. Roberts. There was one correction: The third item in open forum should say “Goal 2 and Goal 8.” Minutes were approved with one abstention.
17. Course Proposals

- a. History Department – J. Bentley-Sassaman motioned to remove from table HISTORY 195, 196, 197, and 198. L. Neyer seconded.

[HISTORY 195](#) – History Transfer – Add 2 GEPs in Goal 3 Analytical and Quantitative Skills and 1 GEP in Goal 7 Arts and Humanities.

[HISTORY 196](#) – History Transfer – Add 1 GEP in Goal 1 Communication, 1 GEP in Goal 2 Information Literacy and 1 GEP in Goal 6 Social Sciences.

[HISTORY 197](#) – History Transfer – Add 1 GEP in Goal 4 Cultures and Diversity and 2 GEPs in Goal 7 Arts and Humanities.

[HISTORY 198](#) – History Transfer – Add 3 GEPs in Goal 4 Cultures and Diversity.

Dr. Jennifer Oast introduced herself and described the proposals.

Suggestions:

- Check box 4 on page one of Document P for each course.

L. Neyer motioned to recommend to the Provost for approval of GEPs as stated, seconded by S. Saracoglu.

Motion to recommend to the Provost for approval of GEPs passed unanimously.

- b. Art History – T. Entzminger motioned to recommend ARTHSTRY 373 to keep 1 GEP in Goal 2 Information Literacy and 2 GEPs in Goal 7 Arts and Humanities. J. Bentley-Sassaman seconded.

[ARTHSTRY 373](#) – Romanesque and Gothic Art – Currently has 1 GEP in Goal 2 Information Literacy and 2 GEPs in Goal 7 Arts and Humanities – Changes in Content Outline and Student Learning Objectives.

Deborah Walberg introduced herself and the proposal. She stated that there were some wording issues in the SLOs.

Suggestions:

- Q2 second sentence – clarity
- Q2 second paragraph, 2nd line, change “too focused” to “too narrowly focused.”
- Add wording to explain that the GEPs it has now are appropriate, given the changes.
- SLO table – suggestion to remove Reading rubric from #1 and #2.
- SLO#1 rubric – for elements, use: access the needed information.
- Make sure SLO table wording matches up with the wording in the rubrics.
- Note that rubrics are modified.

Motion to recommend with changes to BUCC passed unanimously.

- c. Exercise Science – Neyer/Roberts motion to recommend to BUCC. Kyle Beyer introduced himself and presented the proposal.

[EXERSCI 161](#) – Intro to Exercise Science – Add 2 GEPs in Goal 2 Information Literacy

Suggestions:

- Content outline doesn't mention ethical use of information
- There is a disconnect between content and SLOs.
- Suggestion to add an explanatory paragraph in course outline to say that the emphasis is on the following within the areas listed.
- There is no evidence in the content outline of synthesizing information and using ethically and legally.
- It was asked if there was a research project in methods that would link to SLO table, it might make it clearer.

- It was suggested to identify a course that has 2 GEPs in Information Literacy and use that to help determine what makes a course have 2 GEPs.

Motion to table by J. Bentley-Sassaman, seconded by K. Beishline, pending revisions. Motion passed unanimously.

18. Chair's Remarks –

- EXERSCI 270 Exercise and You passed at BUCC for 3 credits.
- We have been receiving Omnibus forms for changes to courses that already have GEPs with some very minor changes, so A. La Valley has been reviewing and passing along to BUCC.
- November 18 is the last scheduled GEC meeting for this semester.

19. Open Forum

It was suggested that EXERSCI 161 could be used for assessment, based on Dr. Beyer's explanation that they do projects for planning for their future careers. Students could possibly provide feedback after graduation.

There was a question asked about the timeline for a possible change to the general education program. Target implementation date for revisions to general education is Fall 2021. That would start with new freshmen that fall. Any students already here would continue in their current program.

20. Adjournment – Beishline motion to adjourn, seconded by Sachar.

Meeting adjourned at 3:35 pm.

General Education Council November 18, 2019

The meeting of the General Education Council was called to order at 2:00 on Monday, November 18, 2019 in the Andrus Library Schweiker room.

Minutes

Members Present: A. La Valley (Chairperson), K. Beishline, C. Sachar, T. Entzminger, J. Bentley-Sassaman, B. Heckrote, J. Rarig, M. Bauman, C. Sachar, B. Franek, J. Johnson, S. Saracoglu.

Guests: A. Dunlap, K. Beyer.

21. Call to Order – A. La Valley called the meeting to order at 2:03 pm.
22. Approval of the Agenda of November 18, 2019 – B. Franek motioned to approve the agenda, seconded by K. Beishline. Motion to approve agenda passed unanimously.
23. Approval of the Minutes of November 4, 2019 – J. Bentley-Sassaman motioned to approve minutes, seconded by K. Beishline. Motion to approve minutes passed with one abstention.
24. Course Proposals
 - a. Exercise Science Department – J. Bentley-Sassaman motioned to remove from table EXERSCI 161. T. Entzminger seconded.

[EXERSCI 161](#)- Introduction to Exercise Science – 2 GEPs in Goal 2: Information Literacy.

K. Beyer made suggested changes, expanding on content description and revising SLOs where necessary. He gave some example assignments under item 13 in the master course syllabus.

Suggestions:

- Item 14 should say Office of Institutional Effectiveness instead of Office of Planning and Assessment.

Motion to recommend EXERSCI 161 to the BUCC for 2 GEPs for Goal 2 Information Literacy passed unanimously.

- b. Sociology, Social Work, and Criminal Justice Department

[SOCWORK 270](#) – Exploring LGBTQ+ Experiences – 3 GEPs in Goal 4: Cultures and Diversity

T. Entzminger motion to approve, seconded by B. Heckrote.

A. Dunlap introduced himself and the proposal. This course is an elective with no prerequisites.

Suggestions:

- Reach out to the gender studies minor coordinator, Christina Francis, because she might want to know about the course. An impact statement might be needed.
- Document Q – In Q1, the last sentence has a typo. Also change to “Documentary films from the LGBTQ+ community are...” It was suggested to move that wording to Q2. In Q2, the last sentence can be replaced with the wording from Q1.
- Document R – Are SLOs worded so that they are measurable? A. Dunlap explained that the wording comes from accreditation standards.
- Change the wording of SLOs to make them measurable but include wording indicating which of the accrediting standards to which it is linked.
- Remove bullet points from SLOs 1 and 2, and use “analyze critically” in SLO 2 instead of “develop critical understanding.”
- Keep wording “develop critical understanding,” but add a measurable word “and demonstrate.”
- Remove second bullet point under SLO 4.
- In right-hand column of SLO 4, word should be “through,” not “thought.”
- Simplify SLOs by eliminating bullet points. Use verbs from rubric or Blooms Taxonomy that are assessable. Make sure SLOs align with rubrics.
- La Valley suggested using SOCWRK 133 as an example for the SLO table.
- Item 10 methods wording should be “Documentary films used in the class provide context...”

J. Bentley-Sassaman motioned to table until next meeting. Discussion of committee review versus chair review. T. Entzminger seconded the motion.
Motion passed with eight yes votes and one abstention.

S. Saracoglu suggested that a volunteer from the committee could work with A. Dunlap to revise the proposal. La Valley said she would be happy to do that. S. Saracoglu volunteered as well.

25. Chair’s Remarks

26. Open Forum – J. Johnson had a comment about a new general education system. She expressed a concern about students taking general education classes in their major. Right now there is no rule preventing them from doing that. Is it something that is being considered? L. Selznick said that one of the drafts included discussion of having a

number of credits outside of your major, or courses in a certain area could not come from inside your major. A. La Valley said that is a concern that has been expressed by people across campus. J. Johnson asked if we can add a rule to the current system. La Valley said that would involve revising the PRP. B. Heckrote said that it should be reviewed to see if it's actually occurring. He recalled a report from OPA that showed it's not as big an issue as people were concerned that it would be. It was suggested that we could run the data again and see if it holds true.

27. Adjournment

T. Entzminger motion to adjourn, seconded by K. Beishline.

Meeting adjourned at 3:23 pm.

General Education Council February 3, 2020

The meeting of the General Education Council was called to order at 2:00 on Monday, February 3, 2020 in the Andruss Library Schweiker room.

Minutes

Members present: A. La Valley (Chairperson), K. Beishline, J. Bentley-Sassaman, T. Entzminger, B. Franek, J. Johnson, L. Neyer, C. Roberts, C. Sachar, S. Saracoglu, L. Selznick, M. Bauman, J. Harris, J. Rarig, C. Metzger.
Guests: S. James, D. Miller, B. Hudon, W. Lee.

28. Call to Order- A. La Valley called the meeting to order at 2:00 pm
29. Approval of the Agenda of February 3, 2020- L. Selznick motioned to approve the agenda, seconded by J. Rarig. Motion to approve agenda passed unanimously.
30. Approval of the [Minutes of November 18, 2019](#). B. Franek motioned to approve minutes, seconded by C. Roberts. Motion to approve minutes passed with two abstentions.
31. Course Proposals

(Note: All proposals need to have “Content Outline” changed to “Content Description”)

- a. Sociology, Social Work, and Criminal Justice Department
 - i. [SOCWORK 270](#) – Exploring LGBTQ+ Experiences – 3 GEPs in Goal 4: Cultures and Diversity

Shane James represented the Sociology department and pointed out issues on the SLOs were resolved.

- The impact on gender studies/minor curriculum programs was addressed.
- SLO #4 needs some added content to show how evaluations are represented.
- The language was said to be a bit broad and can be more specific (ie: how advocacy can be taught in real world situations versus reading about advocacy in class).

Motion to recommend (with minor language changes) was passed.

- b. Music, Theatre, and Dance

David Miller introduced himself and both theatre proposals. These are older courses being revised and updated.

- i. [THEATRE 340](#) – Scriptwriting – 1 GEP in Goal 1: Communication

- Q2 needs some elaboration to explain more of what students are actually doing relevant to the GEP being earned
- SLO can expand on the Q2 explanations. A rationale paragraph is needed in syllabus #11 section
- Syllabus #7 has a typo: permission of “instructor” instead of instruction
- Syllabus #8 says open to all students but needs to have added there are prerequisites
- On the Syllabus, there is no Unit V
- An impact statement is needed from the English Department as this is a course option in the English – Creative Writing major

ii. [THEATRE 411](#) – Play Directing – 1 GEP in Goal 2: Information Literacy

- There was discussion about expanding to the SLO about information literacy, research, and real-world applications.
- Catalog #8 should have clarification on prerequisites
- The topic of class size was raised with the recommendation that language about class size mandates/recommendations from their accrediting organization be added to both Theatre courses
- In Q2 and Student Learning Objectives #11 additional rationale should be added to justify the requested GEP

Both theatre courses were unanimously recommended (with minor changes to be made).

c. Philosophy

i. [PHIL 270](#) – Deductive Logic – 3 GEPs in Goal 3: Analytical and Quantitative Skills

Wendy Lee presented information about this proposal on behalf of Steven Hales.

- This is an existing course with a proposed name change to clarify the focus of the course with a request to also add GEPs.
- Catalog description #8 should have some slight change in language
- Content description could clarify content that is essential versus optional, in line with the request for 3 GEPs

This proposal was recommended with minor changes to be made.

d. History

i. [HISTORY 265](#) – Reacting to the Past – 1 GEP in Goal 1: Communication, and 2 GEPs in Goal 7: Arts and Humanities

Bill Hudon presented the proposal on behalf of Jennifer Oast

- This is a new course incorporating games and role play to understand history
- There was a question on when this would be offered: fall 2020?

- Connections to the Communication GEP could be more specific, ie: distinguish between reading how to interact versus actual interaction
- Q2 can be expanded using information from the content description

This proposal was recommended with minor changes

32. Goal 8 Second Language Requirement Discussion

There was discussion on current methods of testing for language. There are placement tests and there are CLEP tests. Some students have to pay for being evaluated for languages not currently in the BU testing system. There may be need for funding a phone for the testing center for some students who may be evaluated using resources outside BU. The overall process for how language is evaluated was discussed as well as how to credit students for languages not currently recognized in our system.

33. Chair's Remarks- A. La Valley raised the topic of GEPs satisfied within majors, which was brought up as a concern at the previous meeting. There are 2 reports from 2018 addressing this issue, which are available in the Internal Documents drive (accessible from the Office of Institutional Effectiveness webpage). Since those reports were run, there have been 52 courses added, many of which are not within majors (CLEs, Honors, etc.) or duplicate existing GEPs. There are 18 additional courses approved for GEPs across 10 different departments, which may be worth examination in the future.

34. Open Forum- A. La Valley mentioned the General Education taskforce recently met and will have information on its web site soon including suggested goals and its mission for General Education.

The possibility of credit versus point based system being implemented is on the GenEd taskforce agenda.

35. Adjournment

T. Entzminger motion to adjourn, seconded by L. Neyer.

Meeting adjourned at 3:55 pm.

General Education Council – March 2, 2020

The meeting of the General Education Council was called to order at 2:00 pm on Monday, March 2, 2020 in the Andruss Library Schweiker Room.

Minutes

Members present: K. Beishline, A. La Valley (Chair), B. Heckrote, C. Metzger, C. Sachar, M. Bauman, B. Franek, C. Roberts, L. Neyer, J. Kim, L. Selznick, J. Johnson, J. Bentley-Sassaman, J. Harris, M. D’Allegro, S. Saracoglu, T. Entzminger.

1. Call to order – A. La Valley called the meeting to order at 2:00 pm.
2. Approval of Agenda of March 2, 2020 – C. Roberts motioned to approve the agenda, seconded by K. Beishline. Motion to approve agenda passed unanimously.
3. Approval of Minutes of February 3, 2020 – K. Beishline motioned to approve minutes, seconded by L. Neyer. A. La Valley received an email suggestion for item 5 (Goal 8 Second Language Requirement Discussion). It was pointed out that the wording about placement tests was misleading. Test for credit tests carry a cost, but placement tests do not. Minutes will be clarified. Motion passed.

4. Discussion Items

- a. GEPs for courses that can be repeated – COLA CC has requested clarification on this issue. Can students receive GEPs again after retaking a course?
 - HISTORY 270 Hollywood and History is a course that can be repeated for credits.
 - Suggestion that it may defeat the purpose of well-rounded education to provide GEPs for repeating.
 - Question asked how the registrar’s office knows that the content is different. S. Saracoglu said he teaches a special topics course and the full title changes to reflect the topic. MyHusky was programmed to show the full title beginning last semester.
 - Question asked if it’s possible for a student to take two special topics courses taught by the same professor with different topics.
 - It was suggested that GEPs are related to methods and not content, depending on the specific GEP.
 - There are requirements for multiple disciplines for GEPs, and that can address the concern with well-rounded general education.
 - Suggestion to stipulate that you can’t complete a goal requirement by retaking the same course. It was pointed out that that will conflict with some policies with GEPs for athletics.
 - Suggestion: If a course can be repeated for credits, then GEPs can also be earned.

J. Bentley-Saassaman motioned to recommend to BUCC that if a course can be repeated for credits, then GEPs can also be earned. B. Heckrote seconded. **Motion passed with one opposed.**

- b. General Education Task Force update – A. La Valley provided an update.

They have drafted a proposal and are waiting for a green light to present it to the campus community. They hope within the next two weeks to be able to put it up on the task force website, then hold town halls, focus groups, surveys, etc. for feedback.

Rollout strategy was discussed. The purpose of having it on a website is so that it's available to the community at one time, rather than only to a group of people at a time.

Eventually, it will be a recommendation to BUCC.

Suggestion to publish feedback, and have a comment field on the website.

5. Chair's Remarks -BUCC open meeting is March 18 at 3 pm. If you have any issues or discussion topics, please send them to Dr. Riley.

Sometime after break, the request will go out for nominations for campus-wide committees.

A. La Valley indicated that she will not continue to serve on this committee after this semester. If anyone has an interest in chairing the committee, please let her know. There is an opportunity for transition to a new chairperson.

6. Open Forum

A question was asked as to where committee members can find their term to serve on the committee. In the past, terms were listed on the GEC website. Traci and Andira have a list of committee members with terms, and the APSCUF page also has that information.

Mary Lou D'Allegro was introduced. She is the new AVP for institutional effectiveness.

7. Adjournment – K. Beishline motioned to adjourn, seconded by J. Bentley-Sassaman.

Meeting was adjourned at 2:37 pm.

General Education Council March 30, 2020

The meeting of the General Education Council was called to order at 2:00 on Monday, March 30, 2020 via a Zoom meeting.

Minutes

Members present: A. La Valley (Chairperson), K. Beishline, J. Bentley-Sassaman, T. Entzminger, B. Franek, J. Johnson, L. Neyer, C. Roberts, C. Sachar, S. Saracoglu, L. Selznick, M. Bauman, J. Harris, C. Metzger, Bob Heckrote.
Guests: Erin Brummett, Dennis Frolich, Michael Borland

36. Call to Order- A. La Valley called the meeting to order at 2:00 pm
37. Approval of the Agenda of March 30, 2020- K. Beishline motioned to approve the agenda, seconded by L. Selznick. Motion to approve agenda passed unanimously.
38. Approval of the Minutes of March 2, 2020. L. Selznick motioned to approve minutes, seconded by C. Roberts. Motion to approve minutes passed with one correction to member listing.
39. Course Proposals

(S. Saracoglu questioned whether in general, proposals that are updates of previous courses should include the original course proposal so the GEC could compare changes.)

a. Communication Studies

Erin Brummett represented the COMMSTUD department, presented proposals, and answered questions.

- i. COMMSTUD 106 – Small Group Communication
 - This is a revised course involving SLO adjustments.
 - The subject of citizenship was brought up which seemed to be addressed in Q2.
 - It was suggested to tweak #14 language to clarify data reporting.

Motion to approve (with minor language changes) was passed by K. Beishline, L. Neyer 2nd.

- ii. COMMSTUD 309 – Gender Issues in Communication
 - This is a revised course with reworked SLOS.

- It was suggested to adjust some action words such as “examine” and “improve.”
- It was suggested to tweak #14 language to clarify data reporting.

Motion to approve (with minor language changes) was passed by J. Bentley-Sassaman, B. Entzminger 2nd.

b. Mass Communications

Dennis Frolich presented the Media proposal.

i. MEDIA 220 – Introduction to Multimedia

- This is an existing course needing updating due to keeping up with technology.
- It was suggested to request impact statements from departments of Instructional Tech, Math, and Art as this course may overlap content.

Motion to approve (with minor language changes) was passed by L. Neyer, K. Beishline 2nd.

c. Chemistry

i. CHEM 114 - Quantitative Foundations in Chemistry

Michael Borland presented the Chem proposal.

- This is a new course to bridge a gap for students struggling with gateway requirements.
- There should be adjustments of rubric descriptions and clarification of GEP goals.

This proposal was recommended to be approved with minor changes to be made by C. Sachar, L. Neyer 2nd.

40. Discussion- A motion was approved by J. Johnson, L. Selznick 2nd to have Heather Almer serve as proctor for ESL students needing to fulfill language requirements to graduate. Almer will oversee written and oral exams for students looking to graduate this spring, as CASAS services are not being fulfilled due to Covid-19.
41. Chair’s Remarks- A. La Valley mentioned the advent of utilizing fillable PDF forms which can be found on the BU S drive.

42. Open Forum- B. Franek suggested reevaluating criteria for rubrics on new proposals; he observed there are often many values mentioned and it may be useful to simplify the process.

43. Adjournment-

J. Bentley-Sassaman motion to adjourn, seconded by J. Johnson.

Meeting adjourned at 3:45 pm.

General Education Council April 27, 2020

The meeting of the General Education Council was called to order at 2:02 on Monday, April 27, 2020 via a Zoom meeting.

Members present: A. La Valley (Chairperson), K. Beishline, R. Benefial, T. Entzminger, B. Franek, J. Johnson, J. Kim, L. Neyer, M. Polyuha, J. Rarig, C. Roberts, C. Sachar, L. Selznick, J. Sheaffer, M. Bauman, B. Heckrote.

Minutes

1. Call to Order: A. La Valley called the meeting to order at 2:00 pm
2. Approval of the Agenda of April 27, 2020: L. Neyer motioned to approve the agenda, seconded by K. Beishline. Motion to approve agenda passed unanimously.
3. Approval of March 30, 2020 meeting minutes: C. Roberts motioned to approve minutes, seconded by L. Selznick. Motion to approve minutes passed with one abstention (J. Rarig).
4. End of Year Report: Angela gave a recap of the year, from new and revised proposals to the unique situation faced by the university in the spring with virtual meetings and teaching.
5. Election of GEC Chair for 2020-2021 Academic Year: There was one nomination by L. Neyer for Loren Selznick to be elected the new GEC Chair. This was seconded by J. Sheaffer and unanimously approved. Loren Selznick is the new GEC Chair for the 2020-2021 Year.
6. Chair's Remarks: Angela thanked everyone serving on the GEC for their efforts and dedication.
7. Open Forum: There was a question regarding the new GenEd system. M. Bauman and A. LaValley stated information will be forthcoming in the near future as plans are being discussed at a task force meeting this week.

Several attendees thanked Angela for serving on the GEC for six years, and as she is still on the task force, look forward to her continued input.

Loren was congratulated for accepting her new role as GEC Chair.

Angela and Loren thanked the outgoing GEC members and welcomed new members.

8. Adjournment: K. Beishline motion to adjourn, seconded by T. Entzminger.

Meeting adjourned at 2:20 pm.