**General Education Program Review Ad Hoc Committee**

*Friday, November 6, 2015*

3:00 p.m.

Thomas Edison (Lee) Campus: AA-177

Collier: M-120A

**Minutes**

**Attendees**: Professor Don Ransford, Dr. Eileen DeLuca, Dr. Rebecca Harris, Dr. Brian Page, Jane Bigelow, Dr. Wendy Chase, Dr. Lisa McGarity

The committee approved the minutes from the October, 2015 meeting.

Don provided an update from the Curriculum Committee meeting. Earlier in the day, the Curriculum Committee approved the new General Education Competencies. Rebecca shared that additionally the new competencies were unanimously approved by Faculty Senate.

Don shared some research he had done as related to alternatives for the Foreign Language requirement for students with Dyslexia. He found that American Sign Language is acceptable to meet the requirement. He also found that the literature suggests that students with Dyslexia do better in American Sign Language and also Latin than they do in other languages. The college may want to consider offering these options to students.

The committee revisited the suggested changes to Roman Numeral IV in the common syllabus template. Don shared that Dr. Wright had reviewed the changes thus far and has supported the update. The committee discussed additional changes and supported the following changes:

* Adding the word “course” to top line
* Using the language “integral” and “supplemental” rather than “primary” and “secondary” in reference to listing and indicating the emphasis of the General Education competencies in each course.

Don shared that as per Dr. Wright, there may be a new system for submitting and revising common course syllabus templates. This process may become an electronic workflow. This would allow submitters to click on the General Education competencies associated with the course. This system may support General Education mapping, and running reports for other assessment initiatives. The committee discussed the timeline for the workflow and the benefit of having the new workflow implemented at the same time that updated syllabi are being submitted as part of the General Education program review.

The committee reviewed the “General Education Council” document.

* The members reworded the “Responsibilities” section to emphasize that the General Education competencies were designed by faculty to align with their mission and values. Also the third bullet was reworded to distinguish the work of the General Education Council from the work of the Learning Assessment Committee.
* The committee supported adding language to indicate that the “chair or designee” would be inserted for the three committees listed on the back page.
* The committee discussed the “voting members.” The committee supports changing the wording to reflect current academic department names.
* The committee discussed including the School of Health Professions, School of Business and Technology and the School of Education as voting members. The committee supports all schools participating in the General Education Council as all programs’ graduate students who should achieve the General Education Competencies.
* The committee discussed adding a non-voting member from advising. The committee supports inviting members from advising when appropriate.

Don shared that once the document was finalized, Dr. Wright would create a COP to endorse the General Education Council. The Council would then become an academic standing committee and be memorialized as such during the next contract negotiation. The committee discussed how members would be named as per the COP and later as an academic standing committee.

The committee discussed developing language to describe “integral” versus “supplemental” to aid departments as they began the process of revising syllabi.

The committee discussed next steps. Don asked members to review the timeline to decide what the group and the stakeholders need to work on now. The committee discussed reviewing the work of other colleges that is available on the GEPR Canvas group page.