Friday, September 20, 2024   
10:00 – 11:30 AM  
 https://fsw.zoom.us/j/85928292145 Meeting ID: 859 2829 2145

Members Present: Jamie Votraw, Suzanne Biedenbach, Dani Peterson, Elijah Pritchett, Don Ransford, Esmaeel Samaliazad, Randy Moffet, Kenneth Belcher, Joyce Rollins, Mary Ellen Schultz, Steve Chase, Joel Reinking, Scott Courtney, Cara Minardi Powers, Alex Schimel, Rebecca Harris, Martin McClinton

1. Meeting called to order at 10:00 am
2. Minutes from the Friday, March 29th 2024 meeting were reviewed and approved.
3. Faculty Introductions/GEAC Roster Updates
   1. New members were introduced to the group and returning members reintroduced themselves.
   2. Dani Peterson announced that due to becoming chair of the department of Communication Studies and Foreign Languages, she would be stepping down as chair of GEAC. Through emails prior to the meeting, Jamie Votraw was recommended to become the new chair of GEAC.
4. Election of Chair
   1. Jamie Votraw accepted the nomination of chair. Dani Peterson created a poll (using the poll feature on Zoom) for members to vote to approve Jamie Votraw as chair. She was unanimously elected to chair the General Education Advisory Council.
   2. Dani Peterson noted that she would be notifying Dr. Tim Bishop (Faculty Senate Chair) and Dr. Bilsky about the election of Jamie Votraw as chair.
5. Review and update the committee charge
   1. Dani Peterson lead a discussion about reviewing and updating the committee charge as found on the website. (<https://www.fsw.edu/vpaa/genedadvisorycouncil>)
   2. The members discussed the wording in the description, particularly about whether the phrase “supervise and maintain” was an accurate description of the group’s committee charge.
   3. The members also discussed the responsibilities section of the website, members discussed the responsibility “Continuously evaluate the effectiveness of the General Education program”.
   4. After conversation, it was decided to reflect on the wording and make final edits of the committee charge and responsibilities at the next meeting.
6. Academic Goals for 2024-2025
   1. Dani Peterson then discussed planning for our goals for the current academic year. The following are the goals listed as examples in the agenda.
      1. Follow-up with Faculty Senate and with Dr. Bilsky about the WAC position
         1. Researching other WAC positions around the state at similar intuitions
         2. Creating job description/tasks of this position
      2. Following up on professional development or supports for faculty teaching writing intensive classes (ToolKit, Canvas course)
      3. Creating professional development and/or informational session about the general education competencies
      4. Reviewing the current course offerings with general education designations (given recent state changes and FSW’s mission update, do all of the courses still need gen ed designation?)
      5. Professional development opportunities for our committee members (AAC&U conference, learning more about HLC, etc.)
   2. After some discussion, the members concluded while all of these are good goals for this year, the creation of a Writing Across the Curriculum position would be a priority, so as not to lose the momentum gained by our group during the last academic year.
   3. Dani Peterson also suggested that members bring goals and projects to the group as they come up.
7. Course Review: HUM 2210, HUM 2235, HUM 2250
   1. The committee review three course proposals: HUM 2210, HUM 2235, and HUM 2250.
   2. The members discussed that there is some difficulty in reviewing a course for a general education designation or a writing designation from the course description. Dr. Harris explained to the group that these courses were submitting changes to align with the state numbering system and the updated state review of the courses.
   3. The members voted to support the general education designation and the writing intensive designation on those courses.
8. Adjournment
   1. The meeting was adjourned at 11:30 am