Friday, November 15th, 2024   
10:00 – 11:30 AM  
<https://fsw.zoom.us/j/81809684012> Meeting ID: 818 0968 4012

Members Present: Jamie Votraw, Mary Schultz, Scott Courtney, Esmaeel Samaliazad, Elijah Pritchett, Cara Minardi Power, Randy Moffet, Dani Peterson, Brian Page, Suzanne Biedenbach, Steve Chase, Joel Reinking, Kenneth Belcher, Elizabeth Schott, Alex Schimel, Rebecca Harris, Joyce Rollins, Colleen Moore, Tony Valenti

1. Meeting called to order at 10:00 am.
2. Minutes from the Friday, October 15th, 2024, meeting were reviewed and approved.
3. Enhancing Collaboration and Professional Development
   1. Professor Votraw introduced two guests in attendance, Dr. Joe Van Gaalen and Dr. Jennifer Patterson, to discuss enhancing collaboration between committees.
   2. The discussion focused on professional development goals and initiatives for the academic year, particularly understanding the relationship between the General Education Advisory Council’s work and the Learning Assessment Committee’s needs.
      1. The Role of Learning Assessment
         1. Dr. Patterson then shared about the mission of the Learning Assessment Committee, which includes refining assessments, data collection, and promoting student success. She also mentioned their use of Dataverse, Assessment 101, professional development workshops, and the website to share information and align course learning outcomes with chosen competencies.
      2. Course Distribution and Student Exposure
         1. Dr. Van Gaalen discussed the importance of course distribution and student exposure. He reviewed the distribution of different courses within various schools and presented a graphic showing the percentage of courses in each school. He emphasized the need for students to have a well-rounded education and the importance of students not hitting all 8 general education competencies from the same academic area/school, suggesting that students should be exposed to different courses and angles.
      3. Aligning Course Proposals With Competencies
         1. Dr. Van Gaalen and Professor Votraw discussed the importance of aligning course proposals with the General Education competencies. Dr. Van Gaalen emphasized the need for faculty to understand the competencies and how they relate to their courses,
         2. Professor Votraw explained this is a focus for GEAC this year, and announced plans to create a General Education Advisory Council toolkit to provide faculty with more information and exemplars of good alignment between course learning outcomes and competencies.
         3. Both agreed on the importance of not intimidating newer faculty members with the history of the competencies and encouraged them to approach the task straightforwardly.
4. Writing Intensive Designation Proposal
   1. Professor Votraw invited Dr. Owens to join and discuss a course change proposal.
   2. Dr. Owens proposed that three Creative Writing courses receive the Writing Intensive designation due to the substantial amount of writing students do, ranging from 10,000 to 15,000 words across various assignments.
   3. Professor Peterson noted that she appreciated the justification, highlighting the multi-layered, varied activities in the courses.
   4. Professor Votraw made a motion to recommend adding the Writing Intensive designation to these courses.
   5. The Committee unanimously supported adding the designation.

1. WAC Position Initiative
   1. The council discussed the need for a Writing Across the Curriculum (WAC) position.
   2. Questions about the job load and responsibilities were discussed, such as the possibility of a full-time administrative position versus filled by someone with reassigned time.
   3. Concerns were raised about the perception of the position being owned by the English department, which could limit its impact across the curriculum. A potential alternative to an independent role was suggested, which could involve multiple people from different departments having reassigned time.
   4. The team agreed to continue researching and refining their proposal for the position.

1. Gen Ed Curriculum and State Discussion
   1. The group discussed state-related issues, including the changes to learning outcomes in some courses, and the removal of certain courses from the General Education (Gen. Ed.) list due to state feedback.
   2. Faculty cannot add or subtract classes from the Gen. Ed. list after they've been approved by the board, and need to think ahead when creating course proposals and ensure course learning outcomes are described in a measurable way.
2. Department Updates
   1. The team reviewed updates from various departments.
   2. Advisor Schimel announced that academic advising is working on a revised Academic Advising Planning Guide, and there is potential to create advising guides specific to various pedagogical fields.
3. Announcements
   1. No relevant announcements.
4. Adjournment
   1. The meeting adjourned at 11:30 am.