

**GENERAL EDUCATION ADVISORY COUNCIL (GEAC)**  
**MINUTES**  
**March 10, 2009**

**Present: Pam Brown, Jon Comer, Ted Drab, Michael Rabens, Chris Ray, Chuck Tauer, Ed Walkiewicz, Martin Wallen, Arthur Webb, Mark Weiser, and Gail Gates.**

**1. New General Education Designation Requests**

**AMST 3503** – Television and American Society, request “H” designation, effective Fall 2009.

**Approved “H” designation, effective Fall 2009.**

**AMST 3513** – Film and American Society, request “H” designation, effective Fall 2009.

**Approved “H” designation, effective Fall 2009.**

**AMST 4593** – American in International Perspective, request “H, I” designations, effective Fall 2009. Crosslisted with **HIST 4593**.

**2/13/09 - Approved “H” designation, effective Fall 2009 pending clarification of writing requirements and correction of the inconsistencies between the on-line form and syllabus.**

**Denied “I”, at least one half of the course does not appear to relate to contemporary international cultures (emphasis appears to be on US rather than other cultures).**

**Tabled**

**ART 3713** – Early Medieval Art, request “H” designation, effective Fall 2009.

**Approved “H” designation, effective Fall 2009.**

**ART 3723** - Late Medieval Art, request “H” designation, effective Fall 2009.

**Approved “H” designation, effective Fall 2009.**

**HIST 4593** – America in International Perspective, request “H, I” designations, effective Fall 2009. Crosslisted with **AMST 4593**.

**2/13/09 - Approved “H” designation, effective Fall 2009 pending clarification of writing requirements and correction of the inconsistencies between the on-line form and syllabus.**

**Denied “I”, at least one half of the course does not appear to relate to contemporary international cultures (emphasis appears to be on US rather than other cultures).**

**Tabled**

**PHIL 3920** – Applied Ethics in Contemporary American Film, request “H” designation, one-time only, effective Fall 2009.

**Approved “H” designation, effective Fall 2009.**

**POLS 3163** – Politics of Africa, request “I” designation, effective Fall 2009.

**Approved “I” designation, effective Fall 2009.**

**ENGL 3170** – Readings in Literature and Other Disciplines Disability Studies and Literature, request “H, D” designations, one-time only, effective Fall 2009.

**Approved “H, D” designations, one-time only, effective Fall 2009.**

**REL 4050** – Understanding Islam, request “H, I” designations, one-time only, effective Fall 2009.

**Tabled “H, I” designations, one-time only, effective Fall 2009 pending submission of complete syllabus and clarification of writing.**

**2. Artifact Collection from Faculty Who Teach General Education Courses – Jon Comer and Chris Ray**

At the beginning of the semester Chris sent a letter from Provost Strathe to faculty teaching general education course reminding faculty of the expectations for submitting assignments. Members agreed to follow the procedure outlined in the minutes of the 2008 joint meeting of GEAC, Assessment Council, and General Education Assessment Committee.

- ♦ (GEAC) Include a “statement of understanding” in the General Education database process that requires the person submitting a course for general education designation approval to indicate their understanding that they are expected to submit artifacts as requested. In addition, the person requesting the designation should be asked to identify the assignment that could be submitted from that course for general education assessment. The “statement of understanding” should include that academic units (departments/programs) seeking general education designations understand that failure to provide requested artifacts for assessment purposes may result in losing the general education designation for the course.
- ♦ (GEAC / Academic Affairs) A notice of this policy should be sent from the Provost to all departments currently teaching courses with general education designations, and this notification should then be sent each time a new course designation is approved or renewed.
- ♦ (UAT) Develop a system that results in systematically sending an e-mail notification at an appropriately identified time to the instructor of each general education designated course (copying the department/school head and dean where the course is taught). Remind the instructor that the department/school/college agreed that the instructor of this course will submit written artifacts as requested and inform them of the process for submission. (Encourage faculty to have students submit assignments to them electronically so that the process of submitting artifacts is easier for both faculty and UAT.)
- ♦ (UAT) If the instructor is not responsive to requests, follow-up by contacting the unit head, and copying the dean, to let them know that the general education designation for the identified course is in jeopardy if artifacts are not provided for assessment as requested.
- ♦ (GEAC) If the department head and/or dean are also unresponsive, GEAC should notify the department, copying the dean, that the general education course designation will be dropped from the course, effective the next semester, until a plan for participation in assessment is provided to GEAC by the department head/dean.

**3. Follow-Up on Joint Meeting with Assessment Council and General Education Assessment Committee**

Assessment Council will be following up with recommendations.

**4. Other**

Faculty Council will be considering a recommendation to grant an automatic “I” designation to any study abroad course of at least 7 days in length. GEAC members prepared the following statement for Dr. Comer to share with Faculty Council:

“While we strongly encourage study abroad, we believe that waiving the requirements established for international courses would compromise the academic integrity of the general education curriculum.” Dr. Comer will distribute copies of the ‘criteria and goals’ for an “I” designation. In addition, members suggested that Faculty Council officers discuss the recommendation with Faculty Council’s representative on the General Education Advisory Council, Dr. Ed Walkiewicz.

**Adjourn:** 2:40 p.m.