General Education Committee Meeting Minutes

August 31, 2017

Members Present: Steve Cunningham, Kathy Gustafson, Chris Manaseri, Jenn McNamara, Kate Polasek, Frank Rossi, Kevin Sheets, David Smukler, Kim Stone, Abby Thomas, Carol Van Der Karr,

Members Absent: Bruce Mattingly, Lauren Stern

|  |  |  |
| --- | --- | --- |
| **Topic** | **Comments** | **Action** |
| **GE Committee chair election** | Jenn McNamara was elected chair. | Thank you Jenn! |
| **Review of GE website** | www2.cortland.edu/academics/curriculum/gen\_edu.dot |  |
| **GE 11**  | * Recap of last year – survey to faculty and students
* Results of survey are on Blackboard in an organization – to be made available to campus
* Next step to have campus wide meetings to discuss the results of the survey and gather further feedback
* GE 11 subcommittee will bring feedback to larger GE committee to discuss and make a recommendation to faculty senate
* Faculty senate may chose to send the recommended changes to a referendum
 | * Chris, Kim and David to remain on the subcommittee
* Will see if any new GE committee members want to join subcommittee
* Bring suggestions of two dates in October for potential campus meetings
 |
| **Assessment** | * GE 2, GE 3, GE 5 and information management to be assessed 2017-18 year
* Information management is infused across the curriculum, committee to review learning outcomes and then decide how best to assess or what classes to assess
* Discussion about what to do if faculty don’t respond to the assessment request
	+ Will write a letter to chair and dean for faculty who didn’t respond
	+ Perhaps suggest that faculty should no longer teach the course if not willing to participate in assessment
* Committee to think about protocol for faculty who do not participate, have something in writing

2016-17 assessement follow up:* AAS/COM 231 follow up: ask for new syllabus to be submitted to confirm the correct GE category is being represented
* Clean up MDL courses, missing some raw data
* Send assessment data to department chairs and set up meeting to review and discuss results
 | * Kim to ask Laura Davies about CPN 101 and the CLIP program related to information management
 |
| **Curriculog** | * Review of SCI 380 – Energy and the Environment for GE 12
* 5 pages of writing not explicit
 | * Contigent pass, request statement about at least 5 pages of writing be reflected in the syllabus
 |