Grand Valley State University

*General Education Committee*

Minutes of 11-26-12

**PRESENT:** Roger Gilles, Chair, Peter Anderson, Karen Burritt, Susan Carson, Emily Frigo, Gabriele Gottlieb, Brian Kipp, Jagadeesh Nandigam, Keith Rhodes, Paul Sicilian,

**ALSO PRESENT:** C. “Griff” Griffin, Director, General Education, Sarah Kozminski, General Education Office Coordinator

**ABSENT:** Kirk Anderson, Alisha Davis, Gary Greer Jeffrey Pelc

| Agenda Items | Discussion | Action/Decision |
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| **Approval of** November 12 |  | Approved after minor edits |
| **Approval of Agenda** |  | Approved |
| Discuss Course Proposals | NRM 451 (Log #7825)After discussion, motion to approve was made and seconded. Approved by 7-2-1 vote.PHI 325 (Log # 7840)After discussion, motion to approve was made and seconded. Approved by a 9-1 vote.SOC 351 (Log #7847) After discussion, motion to approve was made and seconded. Approved unanimously.PLS 105 (Log #7908) New course proposal for Phil and Lit categoryAfter discussion, motion to approve was made and seconded. Approved unanimously, with a note to complete a CAP by February 1, 2013. | NRM 451—Approved by vote of7 approved / 2 opposed/ 1 abstained PHI 325—Approved by a vote of 9 approved/1 opposedSOC 351—Approved unanimouslyPLS 105—Approved unanimously |
| Discussion of Rubrics | Collaboration Rubric draft was submitted by Peter Anderson. Change the column headers to match the other drafts. Discussed the Levl 4 and Levl 3 distinctions under “Interactive” (“frequently” vs. “usually”—settled on “Consistently contributes effectively”).Discussion of the word “honestly” under “Reflective.” Settled on “insightfully” for 4, “accurately” for 3, no adverb for 2, and “partially or generally” for 1. Also settled on keeping “and the contributions of others” in all four levels. Director could have a reader review the rubrics for the minor final edits (consistency, etc.).Chair would like to send a draft version of the rubrics to the departments before the end of the term.Oral Communication Rubric was submitted by Roger Gilles.Discussed minor edits: Add “may” to “connect” under “Content” level 1. Remove “to support the presentation” under “Demonstrate a range…” level 1. Chair advised that GEC will finish the remaining rubrics at the next meeting. Committee members will divide into groups and accomplish this task. | Peter will edit the rubric and send it to GE email. Committee agreedMinor edits and Roger will send out  |
| Nominations for Chair | Roger will be on sabbatical for the winter 2013 semester, so a chair is needed for Winter semester. A regular election will be held in April for the 2013-14 academic year.  Keith Rhodes was nominated and, after discussion, agreed to be considered. | Chair will send a note to the full committee to see if there are other nominees. There will be an election at the next meeting. |
| **Revision to the Faculty Handbook** | Currently, according to the FH, GE courses are assessed every three years. There was discussion of changing this to say “on a regular schedule established by the GEC” or “every two years.” Discussion about the significantly increased workload of moving from assessing one section per course every three years to assessing 30% of all courses every two years. Decision was made to invite Julie Guevara to a future meeting to discuss the assessment schedule. |  |
| **Adjournment** |  | Meeting adjourned at 4:20 p.m.  |