

Chicago State University
University General Education Committee

Minutes of the meeting held on Thursday, October 03, 2013 Library 301, CTRE

Members Present: GEC Chair Steve Rowe, Vice-Chair Rosalind Fielder, Secretary Shaila Christofferson, Sarah Buck, Liz Osika, Tiffany Davis, Monique Germain

Ex-officio Members Present: GEAC Chair-Mark Sudeith, Former GEC Chair Devi Potluri, UCCC Chair Phil Cronce, GEAC members- Eddy Gaytan, Victor Akatsa

Meeting called to order at 12:42pm

1. Approval of minutes:

April 2013 & September 2013 meetings. There are two errors to be corrected in September minutes; April minutes look fine. Motion to approve minutes with corrections by Shaila, 2nd by Rosalind, all in favor.

2. Review of membership with possibility of elections (bylaws section 2.B.) or appointment (bylaws section 2.C.) to fill vacancies:

Steve tried to proceed with filling empty seats by contacting the Faculty Senate to ask for their assistance in conducting elections, but there has been no action from them. The by-laws of the GEC have a provision that allows for the appointment of members under certain circumstances.

Therefore the GEC will attempt to fill vacancies by appointment, as outlined in the by-laws. Possible members include Quintin Williams from HSC; Devi Potluri will look for someone from the sciences; Steve will send an email to CHS and Math department. Victor Akatsa who was in attendance as GEAC member said he would be willing to be GEC member for Math.

3. Course proposal reviews:

a. Report on status of GEC Moodle site

Rosalind- Old content to new Moodle: data isn't compatible. It is up to the chair of subcommittees to move info from old to new by copy and paste.

Sarah-subcommittee chairs can contact proposal author, dept chair. GEC chair should be cc'd.

Cronce and Janssen have finalized Philosophy submissions. These will be or have been sent to Steve. This includes previous gen ed courses, though they may submit a couple of new courses in the near future. IAI in the works, can mark as pending in the meantime.

Math: Since students use a variety of courses for gen ed, any and all courses that can work to fulfill their gen ed requirements should be submitted.

b. Reports by subcommittees :

Subcommittee 1-Shaila

Af-Am 1000- complete, move forward

Geog 2200- complete, move forward

Hist 1300- complete, move forward

LIMS 1100- complete, move forward

Soc1110- complete, move forward

Soc 2120- Pre-post test is weak. What is the content of the exam? Is this just a big book report? How can a student give a presentation on the second week of class? Not clear what the science activities are? Rubric is really #1 #4, no pass at this time.

Psych 1100-

Syllabus is incomplete, objectives aren't measurable, lack of alignment, only two assignments
Only 4th which is more applying, not identifying. Does syllabus have to have GEC outcomes listed? No pass at this time.

Subcommittee 3-Rosalind:

Bio1300-complete prop now ready for review

Fr/Sp 1100-move forward

Fr/Sp 1050- number should be 1030, how to handle change of number?

Phil Cronic- suggested to create a paper trail. Append email with corrections, ask them to revise.
Devi Potluri-recommended sending proposal back to author and ask them to send a new corrected proposal. Do this to minimize the amount of paper out there and to simplify to minimize future errors and confusion.

A course number is a major error so the proposal needs a revision. Rosalind will ask for a new proposal that has the correct course number.

4. Future meeting dates for Fall 2013:

a. Regularly scheduled meetings: Nov. 7, Dec. 5 (both in Library 301) These are the only two more meetings for the rest of the semester. Rosalind will send a table with courses and actions made out to other committee members to use as a template if they would like. Sarah still needs to be added to Moodle site as subcommittee chair.

b. Possibility of additional meetings: Dec 18th (Weds) is an extra meeting time possibility.
October 31st for courses with issues or concerns.

Meeting adjourned.

Minutes submitted by Shaila Christofferson