

# GEN ED UNAPPROVED MINUTES 9/17/21

## Committee Members

ARHU	First Year Comp	Math	HEWE	SCEN	SOSC	Nursing EMS	Other Voting members	Non-Voting Members
Andrew Winters	Karen Palmer (Chair)	Kyle Russ-Navarro	OPEN	George Carpenter	Tara O'Neill	Jason Ebersole	Curriculum Chair: Matt Percy SLOA Chair: Bill Swenson	Advising: Tania Sheldahl Curriculum Coordinator: Patti Schlosberg FA President: Jill Fitzgerald

In attendance: Karen Palmer, Andrew Winters, Tara O'Neill, Jason Ebersole, Kyle Russ-Navarro, Andrew Winters.

## Agenda

Meeting commenced at 12:05pm.

Approve Minutes 8/21 – Andrew motioned to approve, seconded Kyle.

**Membership Update:** Jason Ebersole is stepping in for Nursing/EMS. We still need faculty from HEWE. Since we are looking at AAS gen eds, it would be nice to have someone on the committee that has an AAS. Per the constitution, we just need 2 occupational faculty, not necessarily by school. *Andrew offered to serve as a proxy to the modern languages faculty (Curtis Kleinman).*

### Updates from Last Meeting:

- Kyle: MAT 141 & 142 are the same class? Patti is still working on this. *Karen will follow up with Patti in the next week.*
- Andrew: all PHI courses should be critical thinking. Done.
- Karen has access to edit Gen Ed webpages. *Any changes to the website can go through Karen.*
- Competencies added to Curriculog process.
- Amy Stein issue–Special categories do not have expiration dates...old notes from Banner. *Angie is working to fix this.*
- Advising issue: Two senators volunteered to attend Advisor meetings. Senate did not want to do secret shoppers or send out a survey to students. The best thing to do is ask students to report specific advisor issues to Deans. *This is an issue when advisors tell students to take certain courses. Reporting these issues to the dean ensures a record, although Andrew expressed concern about the professional aspect of complaining about advisors.*

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- 100 vs 200 level courses—Senate does not want to deal with this. Suggested it be sent back to AH to decide on their criteria. Currently looking at the list of Gen Eds and seeing if there is a trend in 100 vs 200 level courses. Address in October before all the proposals are due in. *Karen is looking at all gen eds and prerequisites and trying to identify a trend – we need something that identifies a difference between 100 and 200 level courses.*
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**Assessment to do (Tabled until the spring):**

Identify all degrees, including AAS, and make sure Gen Eds are being assessed: *Dr. Ryan wants every gen ed course assessed (whether listed in the AA or AAS degree), so we need to do our best to categorize them and assess them. Updates may be made later as the process evolves. Per Liz—have exceptions for Gen Eds for AAS degrees been documented somewhere?*

- Update processes in the Assessment plan to match current process
  - Revise Written Communication—communication, world languages (not on the plan), computers? – *Have 3 different rubrics that fall under ‘communication’ – oral, written, languages? Could digital literacy fit here?*
  - Definition for world Languages
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**Review Gen Ed Charge:** *(Can’t be submitted until January during the whole faculty Senate meeting) – send updates to Karen via email.*

**General Education Advisory Committee**

a. Purpose: To oversee and promote high quality standards in the General Education Curriculum at Yavapai College.

b. Activities:

1. Select General Education Chair and pass candidate on to FS for final approval;
2. Oversee, review and evaluate revisions to criteria, descriptions, and outcomes in all General Education categories at the College and make recommendations to the Curriculum Committee;
3. Review any changes to courses listed on General Education lists and send recommendations on to the Curriculum Committee;
4. Review any changes to the General Education component of any degree offered at Yavapai College and make a recommendation to the Curriculum Committee;
5. Assist in planning, organizing, and facilitating General Education Curriculum activities on Assessment Day;

c. Membership:

- Voting: A faculty member to represent each of the state’s AGEC Foundation General Education and Area Studies categories (Arts and Humanities, First Year Composition, Math, Science, Social and Behavioral Sciences, Other???), two faculty members representing occupational education from two different schools or divisions and campuses, Curriculum Committee Chair, and SLOA Chair.
- Nonvoting: Faculty Senate President, a representative from Student Advising, and a representative from the Office of Student Instruction.

d. Chair: General Education Chair: Elected by committee members the last meeting of the fall semester in the preceding academic year to serve as chair the following academic year.

From Tara: Hi Karen,

I think the Gen Ed charge seems pretty good, there were just a few grammatical updates (I don't know if they even matter...)

under a. it should say 'General Education Curriculum *at* Yavapai College.

under c, it should say 'two faculty members representing occupational education from two different *schools or divisions* and campuses.

\*\*\*And, do we want someone from every AGEC category to be represented, do you think that's even possible? What do we do about Com & World Languages?

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## New Business

- AZ Transfer call for AGECE Revision
  - Discussion: *U of A is the lead on this project, and it is anticipated that the other universities will follow suit. We will wait and see what is recommended. The Gen Ed ATF is at the end of October. Let faculty in your areas know about the Gen Ed ATF in case they want Karen to mention anything.*
- Thoughts on doing a test run with POT 81 courses?
  - Discussion: *Andrew's concern is consistency in evaluation, but the rubrics and teams will be the same, so that shouldn't be an issue.*
- Two meetings in November? Or early meeting in December? Or can we all look at curriculum prior to November meeting?
  - Discussion: *We would like to do more via email if we can.*
- AGLS Conference: Anyone else want a spot? (Karen, Sarah S., Andrew, Tara, Bill): *Karen will create a googledoc where we can highlight which we are able to go to (2+ sessions) and we can use the google doc to take notes/submit a conference report.*

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Adjourn: Andrew motioned to adjourn, Jason seconded, the meeting adjourned at 12:36pm

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