**General Education Committee Charter**

**General Education Committee:** The General Education Committee promotes high quality standards in the general education curriculum to ensure student success for both A.A.S. and transfer degrees. Activities of the group include, but are not limited to, reviewing general education assessment data, review and evaluate revisions to criteria, descriptions, and outcomes in general education categories and makes recommendations to the curriculum committee, reviews and changes to courses listed on the general education lists for optimum transferability, and reviews changes to a general education component of any degree offered at YC, and assist in the planning and facilitating of Assessment Day or Progression Day.

**Committee Rules of Engagement:** This is a participatory Governance academic committee and will follow all procedures established by the College Council.

**Quorum:** Simplemajority of voting members needed to vote on recommendations

**Meeting Schedule:** General Education Committee will meet throughout the academic year and summer if needed. Faculty off assignment will be paid for their attendance.

**Meetings:**

* Third Friday of the month 12:00p.m. – 1:30p.m.
* Agendas will be distributed Tuesday before the meeting
* Minutes will be finalized within 2 working days and posted on the General Education Committee website that is linked to the College Council website

**Role of Members:** Communicate with constituents to gain feedback on General Education meeting minutes, activities, and any proposed changes. Actively participate in committee operations and projects by attending all meetings, reviewing proposals/assessment results before the meeting, tracking communication interactions, and researching trends on general education. Participates in the planning and facilitation of Assessment Day.

**Role of Faculty Chairperson:** Meet with the VP of Academic Affairs or Designee, lead projects to support the committee, distributes meeting times and agendas, facilitates the monthly meetings, and review meeting notes and distribute in a timely manner. Assist the College’s Assessment Manager with General Education assessment processes and procedures. Represents the college at ATF meetings.

**Committee Membership**

* Diane Ryan- *Vice President of Academic Affairs, Co- Chair (non-voting)*
* Karen Palmer – *Co-Chair (Faculty member)*
* Sarah Southwick *– Assessment Manager*
* Kyle Russ-Navarro – *Math (Faculty member)*
* Andrew Winters – *Arts & Humanities (Faculty member)*
* Jason Ebersole – *Occupational* *(Faculty member)*
* William Swenson – *SLOA Chair* *(Faculty member)*
* VACANT– *Curriculum Chair* *(Faculty member)*
* VACANT – Social Science Representative *(Faculty member)*
* Tania Sheldahl *– Student Development*
* Vacant *– Student Development Enrollment or Retention Advisor*
* Vacant *– Student*
* Vacant *– Adjunct Faculty representative (Faculty member)*

**Website link:**

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