

MINUTES
General Education Committee
November 2, 2023
3:30 p.m. - 5:00 p.m.
Montecito Room

Members present: Steve Butler (Professor of Music), David Hunter (Professor of Mathematics), Jana Mayfield Mullen (Director, Library & Information Services), Tatiana Nazarenko (Dean of Curriculum and Educational Effectiveness), Felicia Song (Professor of Sociology), Tara Sturges (Recording Secretary, Associate Registrar)

Absent: Michelle Hardley (Registrar)

Guests Present: Sarah Skripsy

I. Prayer - Felicia Song

II. The minutes from October 12, 2023

The minutes from October 12, 2023, were unanimously approved.

III. HIS-008 syllabus; HIS-008 Submission Form; HIS-008 Rationale

After discussion, the committee requests the following amendments to the submitted documents.

- HIS-008 Submission form: clarify whether the proposed syllabus serves as a template for all future HIS-008 courses or as a single course as taught by this professor
- Rationale document: specify the required readings intended to address the biblical and theological grounded understandings content for certification criteria #1.

Details concerning the requested amendments will be communicated to Alastair Su.

IV. SOC-001 syllabus; SOC-001 Submission Form; SOC-001 Rationale

After discussion, the committee unanimously approved SOC-001 to fulfill the JRD GE requirement beginning in Spring 2024. The Student Records Office will be informed of this approval so they can update the course in Colleague/Waypoint. Blake Kent will also be informed of the approval of this proposal.

V. QAR syllabi audit

After reviewing the results of the QAR syllabi audit, the committee identified which syllabi needed revisions. Letters will be sent to respective department chairs to communicate the findings and request specific revisions.

VI. The GE Assessment report (Google Drive)

After reviewing the GE Assessment report, the committee unanimously agreed that it is ready to be sent to the PRC. It was noted that in Spring 2023 the GE Committee should develop a plan and policy for achieving higher levels of inter-rater reliability for future GE assessments.

VII. The RA proposal (Google Drive)

Discussion postponed to the next meeting.

VIII. Writing-Intensive Syllabus audit

Sarah Skripsky reviewed the WSI rubric with the committee, clarifying how each item should be scored in the auditing process. November 27, 2023 is the due date for audit completion to allow time for data consolidation for the November 30th GE Committee meeting.

IX. Other business

None.

Respectfully submitted,

Tara Sturges