

**General Studies Council Minutes**  
**December 1, 2011 – 3:30 p.m.**  
**Founders Hall, Warner Conference Room**  
**Approved via email 2/10/12**

**Present:** Sylvia Asay, Debbie Bridges, Jeanne Butler, Joe Carlson, Mary Daake, Kim Elliott, Ralph Hanson, Kate Heelan, Daryl Kelley, Ron Konecny, Martha Kruse, Allan Jenkins, Kristi Milks, Darleen Mitchell, Jan Moore, Kim Schipporeit, Daren Snider, Mike Sutherland

**Absent:** Tommy Hansen, Mike Sutherland, Ken Trantham

**Guests:** Aaron Dimock, Kay Hodge, Janet Lear, Sam Umland

**I. Call to Order:**

**Approve Agenda:**

Director Snider called the meeting to order.

**II. Open Items:**

**a. Faculty Senate Representative on the General Studies Council:**

Aaron Dimock may appoint a Faculty Senate member or a person who is currently a member of the General Studies and the Faculty Senate to serve jointly on both committees on a trial basis to facilitate communication. Dimock will discuss this with the Faculty Senate Executive Committee.

**III. New Business:**

**a. Faculty Senate Resolution 11/3/11 regarding GS assessment and TaskStream:**

Aaron Dimock stated he will request that the Faculty Senate reconsider the FS resolution that was passed on 11/3/11. Snider and Butler will be at Faculty Senate on 12/1/12 to answer questions (see attachments).

**b. Prerequisites for Capstone Courses (subcommittee):**

Hanson/Jenkins moved to approve accepting the recommended proposal from the subcommittee. Bridges proposed an amendment to have the Council review the language for a final vote at a subsequent GSC meeting. Motion carried.

Proposed Policy – If a department chooses to have prerequisites on its Capstone, it cannot require students to complete more than the minimum requirements in one specified General Studies Distribution Category. It is up to individual departments to contact the Registrar each schedule creation cycle to have Capstone prerequisites applied for that coming semester.

**c. BSED 102 Proposal for Written Communication:**

Konecny/Hanson moved to approve sending this course out to Faculty for comment. The Council discussed whether the course meets the General Studies Written Communication requirements and determined that the course is a technical writing specialty course regardless of how it is portrayed in the syllabus. Motion failed.

**d. General Studies Assessment:**

GSC will not pursue assessment of Distribution for fall 2012 as previously outlined in the GS Assessment Strategic Plan. Key assessments for NCA purposes are already in place (foundational core, portal, capstone). Discussions about possible assessment of Distribution may take place next year.

**IV. Adjournment:**

Meeting adjourned at 5:00 pm.

**NEXT REGULAR MEETING:** Thursday, February 2, 2012, at 3:30 p.m., Warner Conference Room.

Handout distributed and discussed at 12/1/12 Faculty Senate meeting in response to 11/3/11 FS minutes.

<b>I Foundational Core – 12 hours</b>							
<b>Written Communication</b> 3 hours <i>ASSESSMENT:</i> <i>Writing assignment, rubric;</i> <i>CAAP test</i>		<b>Math for the Liberal Arts</b> 3 hours <i>ASSESSMENT:</i> <i>CAAP test</i>		<b>Oral Communication</b> 3 hours <i>ASSESSMENT:</i> <i>Presentation assignment,</i> <i>rubric</i>		<b>Democracy in Perspective</b> 3 hours <i>ASSESSMENT:</i> <i>Writing assignment,</i> <i>rubric</i>	
<b>II Portal Course – 3 hours</b>							
<i>ASSESSMENT: Writing assignment (choice for faculty of 6 options), rubric</i>							
<b>III Distribution – 27 hours</b>							
<b>Aesthetics</b> 3-6 hours	<b>Humanities</b> 6-9 hours in at least two disciplines	<b>Social Sciences</b> 6-9 hours in at least two disciplines	<b>Natural Sciences</b> 7-11 hours in at least two disciplines <i>(at least one lab)</i>	<b>Analytical &amp; Quantitative Thought</b> 0-6 hours	<b>Wellness</b> 0-6 hours		
<b>IV Capstone Course – 3 hours</b>							
<i>ASSESSMENT: Capstone project, rubric</i>							

<b>GS program-level learning outcomes...</b>	<b>Assessed in...</b>
1) Evaluate information appropriate to the task.	<ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Oral Communication</li> <li>• Portal</li> <li>• Capstone</li> </ul>
2) Apply principles of critical thinking to demonstrate integrative learning.	<ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Portal</li> <li>• CAAP test</li> </ul>
3) Communicate effectively in spoken form.	<ul style="list-style-type: none"> <li>• Oral Communication</li> </ul>
4) Communicate effectively in written form.	<ul style="list-style-type: none"> <li>• Written Communication</li> <li>• Portal</li> <li>• CAAP test</li> </ul>
5) Analyze cultural issues within a global context.	<ul style="list-style-type: none"> <li>• Portal (planned)</li> </ul>
6) Evaluate in context significant concepts relating to democracy.	<ul style="list-style-type: none"> <li>• Democracy in Perspective</li> </ul>

## TIMELINE

### March 2011

3/14/11 Rubric & instrument creation assigned

### April 2011

4/7/11 Democracy instrument submitted to GSC

4/18/11 Written Communication rubric & instrument submitted to GSC

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### August 2011

8/25/11 Oral Communication rubric submitted to GSC

### Sept 2011

9/15/11 Draft of Democracy instrument given to chairs in departments offering Democracy

9/27/11 Oral Communication instrument submitted to GSC

### October 2011

10/6/11 Written Communication rubric & instrument approved by GSC

10/26/11 Democracy instrument approved by GSC

### November 2011

11/3/11 Oral Communication rubric & instrument approved by GSC

## COMMUNICATIONS TO FACULTY

8/18/11 To all faculty

- 1) TaskStream requirement should be on syllabi
- 2) Orientation sessions will be after mid-semester
- 3) Some instruments / rubrics in development, will be sent when available

9/16/11 To GS faculty

cc: chairs

- 1) Please remind students of TaskStream requirement
- 2) Dates announced for assessments and orientations
- 3) \$500 incentive for TS evaluations

10/28/11 To GS faculty

cc: chairs

- 1) Links to rubrics, instruments were given
- 2) Sign up dates for TaskStream and rubric orientation
- 3) TaskStream access begins November 17
- 4) TaskStream evaluations due by December 23

11/7/11 To GS faculty

cc: chairs

- 1) Login information for TaskStream sent to faculty
- 2) Reminder about orientations

11/11/11 To GS faculty

cc: chairs

- 1) Reminder about orientations

11/16/11 To all faculty

- 1) Reminder of links to rubrics, instruments
- 2) Student self-enrollment codes
- 3) Reminder of evaluation deadline

**GSC Subcommittee Report  
Capstone Prerequisites  
11/15/11**

Subcommittee members:

Ken Trantham, chair

Debbie Bridges

Ron Konecny

**SUBCOMMITTEE FINDINGS**

**Rationale**

Regarding Capstone classes, there is a reasonable expectation that students will have completed the majority of their General Studies program before enrolling in a Capstone class. The overarching requirement and culture enforced when reviewing Capstone classes is that students will be within 6 hours of completing their General Studies. To ensure that students have developed the appropriate skill set for a particular Capstone, and so that the students and/or advisors know in advance of taking a desired Capstone class, we propose the following language for Capstone prerequisites

**Proposed Policy**

If a department chooses to have prerequisites on its Capstone, it cannot require students to complete more than the minimum requirements in one specified General Studies Distribution Category. It is up to individual departments to contact the Registrar each schedule creation cycle to have Capstone prerequisites applied for that coming semester.

**Examples:** (These examples recognize that some departments offer more than one capstone with different titles, and could therefore have different expectations. Some of these are fictitious.)

<b>Class</b>	<b>Title</b>	<b>Prereq</b>
PHY S388-01	Brewing Science	Nat Sci (7 hours, at least 2 disciplines, 1 with lab component)
PSY 388-01	Brewing Science	Nat Sci (7 hours, at least 2 disciplines, 1 with lab component)
PSY 388-02	Psychology of Squirrels Are we all Nuts?	Social Science (6 hours, at least 2 disciplines)
ECON 388-01	Morality of Capitalism	Social Science (6 hours, at least 2 disciplines)
PHYS 388-02	Sci of Music Instr	Aesthetics (3 hours)
PE 388	Youth Exercise	none (since 0 hours is the minimum in the Wellness category)
CHEM 388-02	Meth in the Basement	none (by choice)