

**General Studies Council Minutes**  
**September 7, 2017 – 3:30 p.m.**  
**Warner Hall, Warner Conference Room**  
**\*\*\* Approved via email \*\*\***

**Present:** Julie Agard, Karl Borden, Greg Brown, Debbie Bridges, Joel Cardenas, Scott Darveau, Tim Farrell, Beth Hinga, Kay Hodge, Katherine Kime, Miechelle McKelvey, Kristi Milks, Tami Moore, Amy Rundstrom, Kim Schipporeit, Kenya Taylor, Rebecca Umland, Beth Wiersma, Ron Wirtz

**Absent:** Derrick Burbul

**Guests:** Dr. Charlie Bicak

**I. Call to Order:**

Debbie Bridges called the meeting to order.

Hodge/Brown moved to approve moving Dr. Bicak to the top of the agenda. Motion carried.

**1. Approve Agenda:**

Hodge/Brown moved to approve the agenda. Motion carried.

**2. Minutes from the April 27, 2017 meeting were approved via email.**

**II. Old Business (Open Items):**

**1. Course Proposals (review for final approval):**

**MKT 388: Event Planning & Management (Department: Marketing; Instructor: Dustin Favinger).**

Brown/Wiersma moved to approve the above course. Motion carried.

**III. New Business:**

**1. Course Proposals (New): None**

**2. Assessment and GS Program:**

**a. Update on Assessment for Fall 2017 Math and Democracy in Perspective Courses.**

The Council will begin to review the syllabi for these courses. Team assignments listed on Blackboard; review to be completed by the November General Studies meeting.

**b. Initial Results from Spring 2017 Portal Course Assessment:**

The initial reports are posted in Blackboard and the Council should review, as it will be discussed at the October General Studies meeting.

**c. Syllabi Review Feedback (Spring 2017) to Faculty:**

The Portal syllabi have been collected and reviewed. Faculty have received the GSC's feedback on their syllabi and informed if revisions / resubmissions were required. All syllabi that needed revisions have been revised and resubmitted.

**d. Revised Syllabi Submitted for GSC Review:**

The Council discussed the revised syllabi and one syllabi will need further revisions. Bridges requested the Council to review all of the revised/resubmitted syllabi posted on Blackboard and identify if any further actions were necessary.

**3. Proposed Plan of Action for 2017/18 AY:**

**APR Recommendations:**

- 1) Reviewing the number of on-line GS courses offered (*APR R2*)
- 2) Propose coordinating with Director of Assessment to identify appropriate assessment conferences to attend and obtain the necessary resources for attendance (*APR R4*)
- 3) Propose coordinating with Director of Assessment to develop / establish inter-coder reliability protocols for GS course offerings (*APR R10*).
- 4) Propose coordinating with Director of Assessment to develop process for longitudinal assessment procedures (*APR R11*).

**Assessment:**

- 1) Review / respond to assessment results from spring 2017; and when available, fall 2017.
- 2) Coordinate with Director of Assessment in developing inter-coder reliability protocols and process for longitudinal assessment – see 3 and 4 listed above.
- 3) Propose surveying faculty who have participated in assessment process thus far using instrument developed during the 2016/17 AY.

Darveau/Hodge moved to approve the proposed plan of action for the 2017/18 AY. Motion carried.

**IV. Other:**

**1. Special Guest: SVCASA Bicak:**

Bicak welcomed the committee and distributed information regarding the charge to the Council. Darveau/McKelvey moved to approve the Faculty feedback survey. Motion carried.

Dr. Bicak would like the GSC to undertake an evaluation of the GS Program in terms of best practices, assessment and course alignment with the goals of the program. The evaluation should begin to take place in the fall 2017. The members of the GSC will serve as the liaisons for communication between the colleges and the GSC. In terms of overall program hours, there are several possible scenarios to consider (i.e., 45 hours, 36 hours, 30 hours, 24 hours, and other options). The GSC and each undergraduate college will be preparing a proposal related to changes in General Studies; along with the reasoning behind those proposals. Thus, the GSC will review five scenarios – those from the GSC, CBT, COE, FAH, and NSS. The GSC will assess the scenarios and identify commonalities and differences. There will also be forums, coordinated by the GSC, scheduled at the appropriate time in the spring 2018 to ensure widespread understanding of the intent, goals and progress in the process. Next steps will be identified by the GSC in the spring 2018 in light of the year-long exercise and anticipated GS Program APR during 2018/19 AY.

**V. Adjournment:**

Hodge/Wiersma moved to adjourn at 4:40 p.m. Motion carried.

**NEXT REGULAR MEETING:** Thursday, October 5, 2017, at 3:30 p.m., Warner Conference Room.