General Education Program Committee  
Minutes  
30 June 2004

Present:  Chuck Booth, Hope Cook, Richard Jones-Bamman, Margaret E. Martin, Carol Williams, Bob Wolf, Nancy Salter (ex-officio)

1. Review and acceptance of draft minutes 30 June 2004 (Jones-Bamman, Williams)

Old Business

2. GEPC Web page development
   Announcement review: mailed to academic bargaining unit
   All members of the academic bargaining unit were mailed an announcement about the GEPC Web page and information about access to the electronic forum and surveys.
   
   Survey and e-forum responses
   Only a few survey responses have been received and no bargaining unit members have posted to our Web site. Committee members will continue to post to the site and encourage others to do so. It is anticipated that when models, reports and other materials are posted, this may encourage more participation.

   Committee Guest: Mike Adams
   Mike Adams has reviewed the Web site and provided feedback to the Committee while members accessed and reviewed the Web site. Mike suggested that the first page of the site be made more accessible through using bullets rather than blocks of text. He suggested that also insure that the Committee has heard faculty feedback about a reluctance to change. All elements of the site were reviewed with recommendations made to insure that faculty had easy access and clear instruction for using the tools. Problems with the survey tool were identified. It was suggested that the “closed thread” comment in the e-forums be eliminated and the process of establishing new threads be more clearly explicated. Two suggestions for new threads were questions about the nature of the students we were serving and thematically based clusters. Mike Adams will join Maggie in a meeting with Kevin Gill to discuss changes.

3. Departmental Survey (tabled)

4. Model development (tabled)

5. Summer events and departmental liaisons (tabled)

6. Fall planning and timeline (tabled)
   Fall faculty meeting presentation
   Lunch and Learn
   Consultants
   Other

New Business

Next Meetings: Location Library 145, July 7, 2004

Minutes Respectfully Submitted,

Margaret Martin