General Education Program Committee
Minutes
30 January 2006

Members Present: Chuck Booth, Hope Cook, Maggie Martin, David Pellegrini, Carol Williams, Bob Wolf, Carmen Cid (ex-officio)

1. Review and acceptance of the minutes of (Booth, Cook).

Old Business

2. ICE Working Groups
   a. Reports of working groups
      Working groups are scheduling their meetings during the next few weeks.
   
   b. Report on meeting of chairs
      Working group chairs and GEPC chair and liaisons met to discuss the progress of the working groups. The group discussed procedures for requesting faculty stipends. Working group chairs discussed committee procedures, timelines, and outcomes. Some working groups requested that members of the GEPC join one working group meeting. Additional meetings of the chairs and liaisons will be held monthly during the spring semester.

3. Implementation plans
   a. Faculty survey
      A draft of a survey to be distributed to department chairs was presented for review and editing. An additional question regarding number of students per section will be added. Information which helps clarify the Tier III options will be included. Faculty will be urged to think creatively about new courses to be included in the Liberal Arts Program.
   
   b. Planning meeting with Dr. Pachis
      Dr. Pachis indicated that the administration has requested 13 new faculty positions from the Central Office, specifically based on our needs related to implementing the new liberal arts core curriculum. New faculty positions will be specifically expected to teach courses in the core although each will be assigned to a department. All faculty will have both the right and the expectation to teach in the LAP. He supports the standard that full time faculty teach in the LAP. Deans will recommend to him the need for new faculty lines based on projected needs in the LAP, major requirements, and the ratio of full to part time faculty teaching major and general education courses. In relation to classroom utilization, he intends to use some classroom space in the Family Child Resource Center during fall 2007 until new classrooms in the science building are ready for spring 2008. Improved environments for teaching the liberal arts colloquia may be requested through discussions with Nancy Tinker. Enrollment management software will be piloted for graduate courses during the next academic year. This may assist in better planning for the LAP.
   
   c. Curriculum Committee coordination
      John Toedt of the Curriculum Committee and Maggie Martin met with Kevin Gill to discuss creating electronic course submission forms to allow simultaneous review of Curriculum Committee and Liberal Arts Program course proposals. Kevin will first explore opportunities to dovetail with the Banner system and report his findings. We would like to have a functional system in place by the end of the semester.

New Business

4. Senate By-Laws Amendment
   The Committee reviewed the wording of the current Senate by-laws which establishes the General Education Program Committee. Draft language was approved that changed the name to the Liberal Arts Program Committee; clarified and simplified the committee procedures; and added a library faculty member as a voting member. The proposal may be introduced at Senate on February 7.
5. New Procedures
The Committee discussed potential new policy and procedure for the Liberal Arts Program. The Committee supports course numbering of 100-200 for Tier I courses, and 300 for Tier II courses. We will examine the impact of this on transfer students and may allow limited course transfer exemptions if a hardship will be created. Current policy passed by the Senate, allows departments to exclude majors from certain categories of the GER and allows “double-dipping” with courses fulfilling both major and GER requirements. The Committee will examine this policy and its implications for the new LAP.

6. Other
No new business was raised.

Next meeting 6 February 2006

Minutes respectfully submitted,

Maggie Martin, Chair