**GENERAL EDUCATION COMMITTEE MEETING  
Feb 8, 2021**

**Attendees:** Cooley, Hawkley, Murphree, Padilla, Pujari, Walshm Doucette (ex-officio)  
**Guest:** Brian Zeiszler FS Chair

Walsh described some of the issues regarding process for three courses that were recommended by the committee: THTT 108 and 121 (recommended Nov 25) and Hum 210 (recommended Dec 8).

**Some of the issues that were raised:**

1. A lack of context (what, why, how) for individual courses or degree general education requirements coming to the committee.  
2. THTR 108 and 121 were rejected by VP Rivera but the committee was not informed of this decision—closing the loop. Related to that is the need to know what will be moved to the grid.  
2. Department approval for Hum 210 when the syllabus was clearly lacking class in regard to class outcomes, the general education outccomes and measurements. The committee should not be reviewing courses that have not been properly reviewed.  
3. Hum 210 the Dean of Arts and Sciences rather than the department chair was navigating feedback with the instructor and committee. Given the Dean is in the approval process, this is not the best sequencing.  
4. A part-time instructor was responsible for the syllabus and that may not be appropriate or fair to that instructor.

**Delineating a process:**

These and other issues clearly demonstrate the need for a more straightforward process that involves issues such as defining who can create general education courses, departmental (faculty) review of general education courses (syllabi and forms) that are proposed, a narrative explaining why the course is needed in general education, how content relates to objectives and the measurements, and a automated system for signatures. As well, the order of review would be changed: department faculty, deans and the VP would see the forms before the committee so that corrections and approvals would be done before the committee sees the material.

Brian Zeiszler is working on a flow chart for the process and hopes to meet with administration soon and after that the committee will focus on creating an outline for a form.