

General Education Curriculum Committee Minutes

September 7, 2018

2-4 p.m.

Health Center Conference Room

In Attendance: L. Paris, R.S. Daniels, J. Moraga, K. Obannon, B. Larson, C. MacQuarrie, C. Kloock, D. Gove, J. Moffit, V. Harper

Welcome

1. Introductions: Self-introductions

Minutes

1. Minutes: Minutes from May 4, 2018 were approved by C. MacQuarrie and seconded by D. Gove. Minutes stand approved as distributed.

Discussion and Action

1. A. Valenzuela from GRASP brought Time and Effort sheets for members GECCo and Learning Community Facilitators to sign.
2. Capstone Courses: Lisa Zuzarte attended the meeting to discuss the process for offering capstones (Fall 2018) for CAFS, CRJU, and PSYCH. Lisa asked if committee was prepared to approve the courses. GECCo members are not ready to approve nor certify the courses for CAFS and PSYCH as they stand. CRJU needs to submit syllabus for approval. A motion was made by R.S. Daniels to temporarily add these courses to the GEMs until the courses are approved by GECCo. The motion was seconded by C. MacQuarrie. GECCo members voted to add these courses to the GEMs list for the fall 2018 semester.
 - a. **Action Items:** L. Paris will make the necessary substitutions. L. Paris will also notify ADs and Chairs of the new “temporary” process.
3. Generic Capstones: Members agreed that we need to offer Generic Capstones for spring 2019. L. Paris is waiting for a response from A. Hegde and R. Weller regarding the Theme R and Theme S capstones and will update the committee as soon as possible.
 - a. **Action Items:** L. Paris will work with ADs, Department Chairs and faculty to ensure that Generic Capstones are available spring 2019.
4. Recertification of Courses: Committee discussed the process for recertifying courses. Committee members questioned what recertification have already been completed.

- a. **Action Items:** A file will be set up in Dropbox for Area and Skill Checklists to be uploaded. Members will add checklists to the file by September 21, 2018.
 - b. **Action Items:** L. Paris will check with Melanie to determine what has already taken place regarding recertification. A Dropbox file will be created for summaries.
5. FYS: L. Paris informed members about the loss of the FYS textbook. J. Tarjan and E. Case worked during the summer to incorporate links and provide information to fill in for the loss of the textbook. Committee would like to continue the discussion regarding FYS in the next meeting.
 - a. **Action Items:** L. Paris will gather feedback from instructors regarding the advantages and challenges of teaching FYS without a textbook. She will report back mid-semester.
6. Plan for faculty development AY 2018-2019: There is a need for large lecture training and development, new faculty training and development and traditional development sessions. K. Obannon recommended that we should make the traditional development sessions more informal-similar to “Beer and Brilliance” and invite the new faculty. Committee also sees the need for large lecture training and development.
 - a. **Action Items:** Learning Community Facilitators to plan 2018-2019 AY training and development events. Reach out to A. Jacobsen, K. Price, A. Duran and M. Moe, as they are considered to be large lecture experts.
7. Assessment Report: L. Paris informed members that Assessment Coordinator, M. Ault has returned from sabbatical. He will meet with D. Jackson, Interim Assessment Coordinator, and report assessment information to GECCo in late September or early October.
 - a. **Action Items:** Schedule M. Ault for Assessment update.