

**General Education Committee Minutes**  
**Monday, September 23, 2024**

Present: Angela Pitts (chair), Ian Finlayson (acting secretary), Paul Fallon, Suzie Kim, Debra Schleef, Melissa Yakabouski, Melissa Wells (for handbook discussion only).

1. Meeting called to order at 2:01 PM.
2. Faculty Handbook Revision Committee Discussion
  - a. The handbook revision committee met over the summer to go through the faculty handbook. One of the things they looked at was the streamlining of service roles. They suggested three possible changes to the general education committee:
    - i. Maintain 5 faculty
    - ii. Reduce to 3 faculty
    - iii. Merge with the FSEM committee and maintain 5 faculty
  - b. Most schools do not have separate committees for things like WI, SI, DI, FSEM, etc. but rather have one committee to handle all of these various designations.
  - c. The reason we were suggested to merge with the FSEM committee as opposed to others is because of previous pushback against merging the “intensive” committees. That is on the table though.
  - d. Data was presented on the low number of proposals we’ve had through CIM over the past few semesters, however it is missing re-evaluations, as well transfer re-evaluations, and we are unsure if those figures are correct. The writing and speaking intensive committees look to have fewer proposals than the GE committee.
  - e. It would be helpful to have faculty from different areas on the GE committee as we evaluate whether courses meet the objectives of the different general education categories, and reducing the size of the committee makes that harder.
  - f. Most on the general education committee believe the work of the committee is not amenable to merging with the FSEM committee, as both have substantial workloads and a different focus.
  - g. We could streamline by combining committees, potentially enlarging GE, but adding more charges. We will revisit this discussion more deeply in our October meeting.
3. Course Designation Requests:

- a. **CE for JOUR 380:** The syllabus needs to include a description of how the 15 hours of community work will be included in the course. This is not evident in the course description or assignments. This designation is not approved.
  - b. **GDP for GEOG 361:** This course designation is approved.
  - c. **QR for GEOG 252:** This course was a 300-level course which had the QR designation, but had it removed for not being a lower-level course. Now the course is moving to the 200-level and seeks to regain the designation. The QR learning outcomes are not listed on the syllabus. We will accept this designation, but send a note to the proposer regarding the outcomes.
  - d. **AMW for CLAS 485:** This course designation is approved.
  - e. **BTC for BIOL 423:** The BTC learning outcomes should be listed on the syllabus. This course designation is approved, but the proposer is asked to include the outcomes on the syllabus.
  - f. **DGP for ANTH 350:** The DGP learning outcomes should be listed on the syllabus. This course designation is approved, but the proposer is asked to include the outcomes on the syllabus.
4. General Education Assessment
    - a. Previously we collected assessment data on every general education category every year. Now we will be rotating categories in a four-year window.
    - b. Language, FSEM, and After Mary Washington will still be assessed every year, with language rotating the particular outcomes which are assessed.
    - c. Departments which routinely do not provide assessment data will be liable for sanctions, such as not having their courses included in the general education program.
    - d. The schedule and assessment procedures will be sent to department chairs.
  5. The next meeting will be held on October 28, 2024.
  6. Meeting adjourned at 3:37 PM.