

General Education Committee  
Meeting Minutes for September 21, 2005  
4:00 – 5:00 p.m.  
Plains Room, Memorial Union

**Present:** Eric Asa, Elizabeth Birmingham, Michael Christoffers, Jeff Gerst, Robert Harrold, RaNelle Ingalls, John Martin, Char Myhre, Robyne Williams, Kristi Wold-McCormick, and Karen Bjellum (recorder).

**Unable to Attend:** Virginia Clark Johnson, Kate Haugen, Doug Rymph, and Kimberly Vess Halbur.

Christoffers called the meeting to order at 4:07 p.m.

The minutes from the September 14<sup>th</sup> meeting were approved by consensus.

There were no Student Petitions.

### **Election of Committee Chair**

Discussion of took place over how the committee chair would be selected. Gerst indicated that Provost Schnell would be speaking to the college deans during their next meeting. Senate Bylaws and the number of representatives each college was allowed on the general education committee were discussed. One suggestion was that if there were more than one college representative, and one served as a chair, there would still be only one vote. The committee tabled the election of committee chair by consensus.

### **Subcommittees**

There were no reports. Discussion of membership involvement took place. Christoffers offered to contact one of the members to find out the status of their membership.

### **University 189**

Last year, the committee developed a student survey for University 189. Due to the lack of student involvement, the planned to offer students a gift certificate to the Varsity Mart. Peterson, last year's committee chair, had sought approval from Provost Schnell's office. Ingalls offered to contact Peterson to find out the status of the gift certificate.

### **Five Year Reviews**

Christoffers distributed the following handouts:

- A copy of a letter (a second reminder) to a department chair, which was sent on Sept 21, 2005 requesting five year reviews.
- Courses Eligible for 5-Year Reviews Starting Fall 2005
- Five-Year Reviews in Process
- Course Eligible for Five-Year Review Starting Fall 2004 (Part1)
- Five-Year Reviews Received During the Summer (as of 9/21/05)

There was a discussion of the handouts. Music, Art, Theatre, and Biology still have not responded to the June 2005 letter requesting materials for five-year reviews. Christoffers indicated that letters had been sent to the chairs/directors/heads of the departments.

Ingalls requested assistance from members of her subcommittee. There are currently only two active members and assistance would be welcomed.

A motion was made to adjourn at 5:00 p.m.

Respectfully submitted, Kären Bjellum, Recorder