

**NDSU General Education Committee
Meeting Minutes for November 27, 2006**

Members Present: David Anderson, Elizabeth Birmingham, Michael Christoffers, Robert Harrold, RaNelle Ingalls, Jae Min Jung, Margaret Lee, John Martin, Larry Peterson, Megan Schimek, Robyne Williams, Kristi Wold McCormick

Members Absent: Eric Asa, Catherine Haugen, Virginia Clark Johnson, Char Myhre

1. **Minutes** from November 13, 2006 approved.
2. **Agenda** – No additions or corrections
3. **Student Petitions** – No
4. **Standing Committee Reports**
 - a. Science and Technology & Wellness – John, Char and Bob. Bob moved to accept report, RaNelle second. Report on Five-Year Review of HNES 270. The committee cannot recommend HNES 270 for continued approval in the Wellness category with Outcomes #2 and #7. Course does not meet requirements “from the materials received.” Subcommittee will write to the Department Chair that this is not approved. The instructor is invited to resubmit stronger evidence that the outcomes have been achieved.
 - b. Humanities, Fine Arts, Communications – Mike, Betsy, Dave, Larry – No Report
 - c. Social & Behavior Sciences, Quantitative Reasoning – Eric, Robyne, RaNelle, Jae, Margie. RaNelle moved to accept report, Robyne seconded. Report on Five-Year Review Political Science 110, Outcomes 3 and 6. RaNelle followed up on what was done since last year. They have met guidelines. Approved.
5. **Ad Hoc Subcommittee Reports**
 - a. Vertical Writing – Betsy, Kristi – They will bring draft curriculum update memo for next meeting to get approval before sending out. The Committee decided that department capstone courses should not be eligible to meet the vertical writing requirement and reaffirmed its earlier decision that GE classes should be open to all students.
 - b. Wellness and Basic Training – Bob, Kristi and RaNelle – no report, RaNelle has received ACE materials and is working on these.
 - c. Capstone Application Guidelines – Robyne, Betsy & Larry – Discussed the few changes made. The Committee agreed to change “understanding” to “exploring” ethics. The discussion on rubrics centered on the question, “What information do we want from Departments?” The Committee needs to give some guidance on what we are expecting. Should we use assessment, checklist or rubrics? Robyne and Mike will work on a sample rubric for “Applying the field” and Larry and Betsy will work on a rubric for “Writing” for the next meeting.
6. **Announcements**
 - a. Spring semester meetings will be at 4:00 on Wednesdays
 - b. Invitation from Betsy to come and read English 110 and 120 students Portfolio’s. From 9 to 11:30 on December 7th. Great way to see how students are doing in this GE course. Please come. For more info, contact Betsy.
 - c. Open forums for candidates for the Dean of Libraries on December 7 at 2:00 and December 11 at 2:30 in Century Theatre

Respectfully submitted,
Sue Wolter

Next Meeting: Monday, December 4th, 2006, 2:00-3:00, Meadowlark