

General Education Committee Meeting Minutes
Wednesday, January 9, 2008, 2:00-3:00 pm
Mandan Room, Memorial Union

Committee Members Present:

Eric Asa, Elizabeth Birmingham, Michael Christoffers, Robert Harrold, Catherine Haugen, RaNelle Ingalls, Margaret Lee, John Martin, Charlene Myhre, Larry Peterson, Charles Stevens, Kristi Wold-McCormick

Committee Members absent: David Anderson, Cierra Grondahl, Virginia Clark Johnson, Harriett Light

1. **Approved minutes** from December 5, 2007 meeting as distributed by email on 12/07/07.

2. **Approved agenda**

3. **Subcommittee Reports**

- Student Petitions
 - Student petition #1
 - The student requests to substitute BIOL 220L: Anatomy and Physiology Lab for the co-requisite lab for one of the other biology courses the student has completed. Subcommittee approves. Mike 2nd, Committee votes to accept motion from subcommittee to approve student petition.
 - RaNelle has a second petition that just arrived which we should try to act on before our next meeting. She will post it on Blackboard and organize an email discussion and vote after the subcommittee has made its recommendation.
- Humanities, Fine Arts, Communication – (Mike, Betsy, David, Larry) No report
- Science and Technology & Wellness – (John, Char, Bob, Harriett) No report
- Social & Behavioral Sciences, Quantitative Reasoning– (Eric, RaNelle, Margie, Charles) No report

4. **Ad Hoc Subcommittee Reports**

- UNIV 189 Task Force. Char report – getting schedules and time line together

5. **New Business**

- Grant Proposal for Summer 2008 (emailed before meeting)

Reviewed proposal and made changes, if any other suggestions please send to Larry before next Tuesday.

- Updated list of course reviews (e-mailed 01/07/08)

Larry asked how we can streamline process, how can we work through list of 5 year reviews faster? Suggestions: meet twice a month, put out more samples of reviews on web, some faculty have trouble with paperwork-can it be simplified and made more general?, English college has a checklist for syllabi that departments can go over with faculty to help keep syllabi updated. As NDSU continues to grow will need more GE courses available for more students, how will committee meet this demand? Should we wait until GE committee is revised and from that process will review what other colleges are doing? Larry volunteered to draft a checklist as a way to expedite the review process.

Respectfully submitted,

Sue Wolter, Recorder