

General Education Committee Meeting Minutes
Wednesday, September 7, 4:00-5:00 p.m., Badlands Room, Memorial Union

Members Present

Eric Asa, Elizabeth Birmingham, Mike Christoffers, Robert Harrold, Kate Haugen, Ranelle Ingalls, John Martin, Char Myhre, Doug Rymph, Robyne Williams, Kristi Wold-McCormick

Introductions were made to start off the meeting. There are three new members.

Char Myhre agreed to be the recorder for the meeting.

Student petitions were discussed first so that they could be processed. Six students petitioned the committee:

- **Student #1** – requested a waiver for Univ. 189. Williams/Haugen moved to approve. Motion carried.
- **Student #2** – requested a waiver for Univ. 189. Williams moved to approve. Motion died for lack of a second. The committee recommended he consider the non-traditional online section offered spring semester.
- **Student #3** – requested that he be allowed to substitute 2 credits of Performing Arts (Marching Band and Percussion) for those that have general education approval. Williams/Christoffers moved to deny. Motion carried.
- **Student #4** – petitioned to be allowed to substitute a foreign course equivalent to English 321 (technical writing) for Comm 110. Williams/Martin moved to deny. Motion carried.
- **Student #5** -
 - requested that he be allowed to waive English 120. He took English 101 and 102 as quarter equivalents, but lacks the third component, 103. Williams/Harrold moved to deny. Motion was then amended to include a recommendation that the student take English 321 to finish his English requirement. Motion carried.
 - requested that his previous HPER credits be accepted as a replacement for the Wellness requirement. Williams/Christoffers moved to approve. Motion carried.
- **Student #6** – requested that the co-requisite lab be waived. Williams/Harrold moved to approve. Motion carried.

The vacancy for the Chair of this committee was the next item discussed and included the pros and cons of a shared responsibility and other options. This discussion and the establishment of subcommittee membership will continue at the next meeting which is Wednesday, September 14, 2005. The meeting will be in the same room - Badlands, Memorial Union. Other items waiting for committee action include the English Vertical Writing component and the conclusion of the review of Univ. 189.

Christoffers/Ingalls moved to adjourn.

Respectfully submitted,
Char Myhre, Recorder

**General Education Committee
Meeting Minutes for September 14, 2005
Badlands Room, Memorial Union; 4:00 p.m.**

Present: Eric Asa, Elizabeth Birmingham, Michael Christoffers, Virginia Clark Johnson, Jeff Gerst, Bob Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Doug Rymph, Robyne Williams, Karen Bjellum (recorder).

Christoffers called the meeting to order at 4:05 p.m.

Introductions were made for the benefit of new committee members.

During discussion of the minutes of the previous meeting, committee members agreed not to include student names in the minutes. A **Motion** (Christoffers/Birmingham) was made to approve the minutes, as amended, from the September 7, 2005, meeting. Motion carried.

Student Petitions

Student #1 – The students requested that the committee accept Soc 275 – Native American Studies (BSC) as a substitute for the cultural diversity requirement. A **Motion** (Williams/Harrold) was made to accept the petition. Motion carried.

Student #2 – The student requested that the cultural diversity requirement be waived because of lengthy experiences in at least two cultures. A **Motion** (Williams/Haugen) to approve the petition carried.

Student #3 – The student requested that one credit from a 4 credit business course completed at UND be applied toward the Science & Technology requirements. A **Motion** (Williams/Christoffers) to deny the petition was withdrawn. A **Motion** (Rymph/Birmingham) to accept the petition carried.

Election of the committee chair

A **Motion** (Williams/Harrold) was presented to table the election of the committee chair. The motion to table carried. Gerst will encourage Provost Schnell to ask Deans to identify a representative who would meet the requirements for serving as Chair of this committee

Subcommittees

A **Motion** (Williams/Christoffers) that returning committee members remain on their previous subcommittees and that new members replace

the non-returning members on each subcommittee carried.

Five Year Reviews

Christoffers distributed a list course materials received during the summer for Five-Year Reviews. Discussion of the list followed. Several department programs have not responded to the June 2005 request for five-year review letters. Christoffers suggested that the committee send out letters to the delinquent departments and the college deans.

(Haugen/Ingalls) made a motion to adjourn at 4:55 p.m.

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 14th 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

**General Education Committee
Meeting Minutes for September 28, 2005
Badlands, Memorial Union; 4:00 p.m.**

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

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

Christoffers called the meeting to order at 4:05 p.m.

A **Motion** (Harrold/Christoffers) was made to delay action of the minutes from the September 21st meeting.

Student Petitions

Student #1 – The student, an accounting major, is requesting an exemption from University 189. He took ***Intro to Higher Education*** at MSUM. The student has documentation of a disability that will inhibit his participation in the UNV 189 class. A **Motion** (Williams/Birmingham) was made to accept the student's exemption from UNV 189. **Motion** carried.

Election of the committee chair

A **Motion** (Williams/Christoffers) was made to table the election of a committee chair. The committee will wait until the University Senate meets. **Motion** carried.

Subcommittees

Copies of all current materials for 5 year reviews were distributed to the committee members. The protocol is as follows: The reviews go before the subcommittees, then the General Education Committee (as a whole) and on to University Senate. Wold-McCormick asked that the originals then be sent to her office in the Registrars office for Committee archives after Senate approval .

- **Science and Technology** – the committee will be meeting at 2:00 p.m. on September 29th.
- **UNIV 189** – Ingalls will call a meeting after she speaks to Larry Peterson.

Unfinished Business

The committee discussed the following issues:

UNIV 189 Subcommittee

- Complete the review as requested by the Provost.

- Approve and implement the revised draft of Group Decision Center questionnaire on Skills for Academic Success.
- Summarize findings from students, faculty, and institutional data.
- Discuss findings with Dr. Carolyn Schnell and Ms. Nancy Kaler.

Integrated General Education and Capstone Reviews

- Complete the review of the Capstone Course Review Committee Draft Matrix/Spreadsheet.

General Education Outcomes

- Complete web-based formative assessment tool.

GERTA

- Regularize the committee's role in the GERTA review policy for procedures and general education.

Vertical Writing Requirement

- Implement the Vertical Writing Requirement by establishing mechanisms for:
 - Creating and approving advanced level writing intensive course
 - Continuing assessment and evaluation of the courses and medication of the requirement.

Evaluate Committee Structure

- Evaluate the committee structure and membership in the Senate
 - Requiring a minimum of 3 years of service at NDSU.
 - Changing status from non-voting to voting for the members of the committee from the University Assessment Committee, the Vice President for Academic Affairs, and the University Registrar.

A motion was made to adjourn at 5:11 p.m.

Respectfully submitted, Karen Bjellum, Recorder

General Education Committee Minutes October 5, 2005

Badlands Room, Memorial Union

General Education Committee Members present included: Eric Asa, Elizabeth Birmingham, Mike Christoffers, Virginia Clark Johnson, Jeffery Gerst, Robert Harrold, Kate Haugen, Ranelle Ingalls, John Martin, Char Myhre, Doug Rymph, Kimberly Vess Halbur, Robyne Williams, and Kristi Wold-McCormick. David Anderson, a Sophomore in Pre-Pharmacy, joined the committee as the representative of Student Government.

M. Christoffers, as convener, called the meeting to order at 4 p.m. and asked that members introduce themselves and identify the unit that they represent.

A MOTION (Christoffers/Williams) to amend the minutes of the September 21, 2005 meeting by adding D. Rymph to the list of those present was APPROVED with unanimous consent. The minutes of the September 28, 2005 meeting were approved by consensus.

There were no student petitions to consider.

Discussion on the online assessment tool was delayed until the next meeting (October 12, 2005). J. Gerst reported that the graduate student working on the project and the student's major advisor would like to make a short presentation at that time.

Copies of the Capstone Review spreadsheet, previously distributed on April 27, 2005, were reviewed and discussed. The background of the review and mechanics were presented by the subcommittee (Clark Johnson, Harrold, and Wold-McCormick). A MOTION (Christoffers/Williams) to present the spreadsheet as a point of information at the next meeting of the Deans and Directors was amended (Christoffers/Williams) to include development of an explanation of the background of the review of capstone courses and expansion of the labels for capstone outcomes. **AMENDMENT AND MOTION PASSED WITH UNANIMOUS CONSENT.** Members of the Capstone Review Subcommittee plan to have a draft of the background and explanation of labels for outcomes available for discussion in approximately four weeks.

The materials on Vertical Writing to be presented at University Senate on October 10, 2005 were discussed at length. After presentation of several perspectives and questions, the members of the Committee asked Christoffers, as a Senator, to present their position that additional time is needed to define responses to several questions. Those questions include identification of responsibilities for oversight of the courses to be developed. The members of the Committee also recommended, by consensus, that a study committee be appointed by the University Senate to explore the issues and provide a report to the Senate at a future date.

Several agenda items were not discussed and the meeting was adjourned at 5:22 p.m.

Recorder: Bob Harrold

**General Education Committee
Meeting Minutes for October 12, 2005
Badlands Room, Memorial Union**

Members Present: David Anderson, Eric Asa, Elizabeth Birmingham, Mike Christoffers, Jeffery Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Doug Rymph, Kimberly Vess Halbur, Robyne Williams, and Kristi Wold-McCormick.
Guests: Inderjeet Oberoi and Dr. Akram Salah. Recorder: Kären Bjellum.

Christoffers called the meeting to order at 4:00 p.m.

Software Presentation

Jeff Gerst introduced Indergeet Oberoi and his advisor, Dr. Akram Salah.

Handout: Preface for Rubrics for General Education Outcomes

Mr. Oberoi is continuing development of a software project initiated by Dr. Sudhir Meta. The software is being designed as an online assessment tool for the General Education Committee.

Discussion took place during the presentation.

- What is the purpose of the software?
- What outcomes are we (the committee) looking for?
- What goals are we hoping to achieve?
- We need to clarify that the students ARE NOT assessing the professor.
- The students should assess how much they learned from the class or assignment.
- In addition to the online assessment outcome, the professor should be able to attach the assessment to a specific assignment.
- Who should have ability to interpret the outcomes?
- Are we (the committee) attempting to administer the faculty?
- Will the faculty interpret this tool as a method of monitoring their work?
- Will the student feedback be available to faculty and the Gen Ed committee?

Dr. Salah explained that Mr. Oberoi needs to know what information is sought by the committee. What are the committee's needs? Mr. Oberoi will then take the information and continue developing the appropriate software.

The formation of a small group to develop the committee's specific objectives in developing this assessment tool was discussed. A **Motion** (Christoffers/Asa) was made that we form such a group of volunteers. Discussion followed: Haugen pointed out there is not an immediate deadline for this project. Oberoi and Salah made it clear that they are working within a certain time frame and the project must be completed by December. **MOTION PASSED.** Gerst, Birmingham, Asa, and Anderson volunteered to bring possible objectives to the group in the near future. Birmingham volunteered to serve as convener for the group.

Vertical Writing

Wold-McCormick presented a report of the discussion on the proposed vertical writing curriculum at the October 10, 2005 meeting of the University Senate. She described all of the work that will need to be completed in the next few months to make this happen by fall of 2006, the need to devote several meetings to this work, as well as the possible need to form subgroups. Wold-McCormick raised important questions that need to be addressed by this committee. For example:

- What committees and units do we pull into this project and how do we create a structure to work with them?
- How do we complete this and simultaneously understand the many inter-related issues that must be addressed by this group, other committees, and academic units?
- Will there be some sort of vertical curriculum review committee and what would that group's make-up be?
- What do we need to do from a curriculum review standpoint?
- How do we consider NDUS transfer and prerequisite issues?
- How do we assure that work assigned will be completed by the units over which we have no administrative control (e.g., academic departments, etc)?

Haugen and Wold-McCormick offered to speak to Kevin Brooks and Dale Sullivan about seeking a one-year extension on the start date for this program. The impacts of this program are huge across the university. The committee, by consensus, asked Haugen to contact Kevin Brooks and Dale Sullivan about the need for discussion and dialogue about implementing the vertical writing curriculum.

The committee adjourned by consensus at 5:30 p.m.

Recorders: Karen Bjellum & Betsy Birmingham.

Correction made to Indergeet Oberoi's last name. Previously recorded as Oberi.

Revised: 11/3/2005 9:02 AM

**General Education Committee
Meeting Minutes for October 19, 2005
Badlands Room, Memorial Union**

Members Present: David Anderson, Eric Asa, Elizabeth Birmingham, Virginia Clark Johnson, Jeffery Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, Doug Rymph, Robyne Williams, and Kristi Wold-McCormick.

Harrold, acting as convener, called the meeting to order at 4:05 p.m.

Minutes

The minutes from the October 12th meeting were not distributed at this meeting. It was agreed by consensus that the minutes would be distributed at next week's meeting.

Student Petition

Ingalls presented a petition from a student containing inaccuracies and potential misrepresentation of mathematics credits taken elsewhere. The committee agreed with Ingalls that the student did not present enough evidence that NDSU's requirements for mathematics had been completed. By consensus, the committee denied the petition until submission of further evidence.

Subcommittee Reports

Science & Technology

- The subcommittee recommended that additional information was needed for CHEM 117, CHEM117L, CHEM 121L, and CHEM 122L; for the Five-Year Review of these classes. The committee gave examples of what information was needed by providing the committee with a written report. The recommendation was APPROVED by consensus.
- The members of the subcommittee also noted that problems had been encountered with the "Somewhat" option, for respective Outcomes, during the reviews.
- The members of the subcommittee also were concerned that faculty are aware of, and follow, current guidelines for new courses and for Five-Year Review materials.

Humanities, Fine Arts, & Communication

The subcommittee:

- Recommended renewal of ARCH/LA 171 for a five year period with Outcomes 1, 2, and 6. The renewal will be final upon receipt of a copy of the syllabus that lists the General Education outcomes approved for the course. The recommendation was APPROVED by consensus.
- Recommended that the request from the Department of Architecture and Landscape Architecture that ARCH/LA 172 be removed as a general education course. This recommendation was also APPROVED by consensus.
- Recommended renewal of ARCH 321 for Outcomes 2, 3, and 6 after receipt of a copy of the syllabus identifying the three General Education outcomes the course meets.
- Recommended delaying renewal of LA 322 for one semester. The recommendation was APPROVED by consensus.

Social and Behavioral Sciences, Wellness, and Quantitative Reasoning

The subcommittee:

- Reviewed ME 189 – Skills for Academic Success; POLS 110 Introduction to Political Science; POLS 215 American Government; POLS 220 International Politics, and STAT 330.

Vertical Writing

Wold-McCormick presented a report of the discussion on the proposed vertical writing curriculum at the October 10, 2005 meeting of the University Senate. She described the work that will need to be completed in the next few months to make this happen by fall of 2006, the need to devote several meetings to this work, and the need to form subgroups. Wold-McCormick raised important questions that need to be addressed by this committee. For example:

- What committees and units do we pull into this project and how do we create a structure to work with them?
- How do we complete this and simultaneously understand the many inter-related issues that must be addressed by this group, other committees, and academic units?
- Will there be some sort of vertical curriculum review committee and what would that group's make-up be?
- What do we need to do from a curriculum review standpoint?
- How do we consider NDUS transfer and prerequisite issues?
- How do we assure that work assigned will be completed by the units over which we lack administrative control (e.g., academic departments, etc)?

Gerst indicated that Provost Schnell could support a one-year delay in implementation of vertical writing activities to support an orderly implementation for all parties. Gerst also indicated that an individual will be approached about serving as chair of this committee for the remainder of the academic year.

Haugen and Wold-McCormick offered to speak to Kevin Brooks and Dale Sullivan about seeking a one-year extension on the start date for this program. The impacts of this program are huge across the university. The committee, by consensus, asked Haugen to contact Kevin Brooks and Dale Sullivan about the need for discussion and dialogue about implementing the vertical writing curriculum. Wold-McCormick, as liaison from the Executive Committee of the University Senate, will present a report on behalf of the General Education Committee.

Haugen described the summary of the impressions of senior students of their impressions of their 189 class taken as first-year students. The survey, piloted by Williams, did not provide impressive results.

The committee adjourned by consensus at 5:30 p.m.

Recorder: Kären Bjellum

Revised: November 3, 2005 @ 8:50 a.m.

**General Education Committee
Meeting Minutes for October 26, 2005
Badlands Room, Memorial Union**

Members Present: David Anderson, Elizabeth Birmingham, Mike Christoffers, Virginia Clark Johnson, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Robyne Williams, and Kristi Wold-McCormick.

Christoffers acting as convener, called the meeting to order at 4:12 p.m.

Minutes

The minutes from the October 12th & October 19th meetings were distributed. It was agreed by consensus, to delay action of the meeting minutes.

Vertical Writing

Wold-McCormick talked with Dale Sullivan about the date change on the implementation of the Vertical Writing. Wold-McCormick will take to the Senate Exec Committee meeting, and then take to University Senate. Haugen agree to draft a proposal (on behalf of the committee) and email it to the Gen Ed committee members for approval.

University 189

Haugen distributed the summary of the University 189 Survey. Haugen's subcommittee will go forward with the survey at the Group Decision Center.

Women's Studies

Wold-McCormick identified an issue with a **Women's Studies** course (350) that had requested to be dropped from the Gen Ed list in May of 2004. The request had been included in the request to approve Women's Studies 110. (Harrold/Ingalls) made a **MOTION** to grandfather in students. **MOTION** carried. A **MOTION** (Ingalls/Birmingham) was made to take the Women's Studies 350 course off the General Education Class list for Spring 2006. **MOTION** carried.

Subcommittee Reports

Science & Technology

The subcommittee members recommend that **CSCI 114 "Microcomputer Packages"** and **CSCI 116 "Business Use of Computers"** be approved for a period of five additional years; with the continuation of Outcomes 2 and 5, and deletion of Outcome 1. (Harrold/Haugen) made a **MOTION** to approve CSCI 114, and CSCI 116 for five years. **MOTION PASSED.**

The subcommittee is requesting that additional material be submitted for **ARSC/NRM 225** before they will recommend approval. (Harrold/Ingalls) made a **MOTION** to have the subcommittee contact the faculty for more information. **MOTION PASSED.**

The meeting adjourned at 5:00 p.m.

Respectfully submitted, Karen Bjellum

**General Education Committee
Meeting Minutes for November 2, 2005
Badlands Room, Memorial Union**

Members Present: David Anderson, Eric Asa, Elizabeth Birmingham, Mike Christoffers, Jeffery Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Doug Rymph, and Kristi Wold-McCormick. Recorder: Kären Bjellum.

Birmingham called the meeting to order at 4:00 p.m.

A **MOTION** (Wold-McCormick/Haugen) was made to accept the minutes, with corrections, from the October 12, 19, & 26th meetings. **MOTION CARRIED.**

Report from Senate Liaison

Wold-McCormick announced that the Vertical Writing. Removal of Women's Studies and Landscape from the Spring general education list. The committee will honor requests for general education credits from any students enrolled during the Spring semester.

Student Petitions

The student petitioned to have their ME 221 & ME 222 courses replace their Science & Technology requirements. The committee feels that the student must fulfill the Science & Technology requirements. A **MOTION** (Rymph/Martin) was made to deny the petition. **MOTION CARRIED.**

Subcommittee Reports

- **Science & Technology** - no report
- **Humanities, Fine Arts, and Communications** - no report
- **Capstone Review** - they are working on a draft of a letter to department chairs as well as a matrix. The departments need to identify the capstone course in the title or the description that is in the bulletin.
- **Social and Behavioral Sciences, Quantitative Reasoning and Wellness** - no report.
- **University 189** - Ingalls will be seeking IRB approval for a survey of students. Students will be made aware of how the survey will be used.

Old Business

Christoffers noted that there are still overdue 5 -Year Reviews that have not been submitted. Second reminder letters need to be sent. Harrold offered to distribute copies of previous letters as templates.

New Business

Harrold asked the committee to plan ahead for the HLC's Consultant Evaluator Team's visit February 13 - 16th, 2006. He explained that they would like to meet with the members of the General Education Committee.

Ingalls will have two student petitions for next week.

The committee agreed to meet on November 9, 2005. Haugen volunteered to prepare the agenda, and convene over the next meeting.

Respectfully submitted, Kären Bjellum, recorder.

General Education Committee
Meeting Minutes
November 9, 2005

Members Present: David Anderson, Eric Asa, Elizabeth Birmingham, Mike Christoffers, Virginia Clark Johnson, Jeffery Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Doug Rymph, Robyne Williams, and Kristi Wold-McCormick.

Haugen called the meeting to order at 4:00 p.m.

A **MOTION** (Williams/Harrold) was made to approve the minutes from the November 2, 2005 meeting. **MOTION PASSED.**

Student Petitions

Student #1 – the student petitioned to have a substitution for a Humanities Elective. The student will be traveling abroad next semester, and will be taking an **Elementary Cantonese I** class at the Chinese University of Hong Kong (Spring 2006). A **MOTION** (Williams/Rymph) was made to accept the substitution, and accept the **Elementary Cantonese I** course in place of a Humanities elective. **MOTION PASSED.**

Student #2 – the student requested a waiver for two credits of HPER 100. The student spent six years in the military and demonstrated that he understands the concept of lifelong wellness – including: emotional well-being, physical fitness, and eating a balanced diet. A **MOTION** (Williams/Martin) was made to approve the waiver of two HPER 100 credits. **MOTION PASSED.**

Student #3 – student requested exemption from **ENGL 110 AND ENGL 120**. The student included letters of support from Dr. Jeffrey Clark and Dr. Timothy Kloberdanz. A letter of support from the University of Colorado indicated that one of the student's research papers would be published. The student's SAT score was 700 for verbal communication. The student has a total of 130 credits with a 3.67 gpa and plans to graduate in the Spring 2006. A **MOTION** (Birmingham/Rymph) was made to approve the petition as is. **MOTION FAILED.** A **MOTION** (Birmingham/Williams) was made that the committee find more information on the student. **MOTION PASSED.**

Old Business

- Clark Johnson suggested the committee members send an email to Peggy.Cossette@ndsu.edu with the time(s) that you are able to meet next semester. Peggy will schedule the meetings and reserve the rooms.
- Gerst indicated that Provost Schnell hadn't spoken with a prospective Chair for this committee.
- Anderson announced that Dante Miller, Student Government Vice President, would be having an open forum on November 28th, 2005; in the University

Chambers, to discuss University 189. Wold-McCormick suggested that Mr. Miller contact the University 189 subcommittee for further information.

- Christoffers noted that there were no new courses up for five year review.

Respectfully submitted, Kären M. Bjellum, recorder

General Education Committee
Meeting Minutes
November 16, 2005
Badlands Room, Memorial Union

Members Present: David Anderson, Elizabeth Birmingham, Mike Christoffers, Virginia Clark Johnson, Jeffery Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Doug Rymph, Robyne Williams, and Kristi Wold-McCormick. **Guest:** Dante Miller, Student Senate Vice President.

Introductions were made for the benefit of the new committee member, Maggie Lee, the new representative from Pharmacy. She will be replacing Kimberly Vess Halbur.

Martin called the meeting to order at 4:00 p.m.

A **MOTION** (Harrold/Haugen) was made to accept the minutes from the November 9, 2005 meeting. **MOTION PASSED.**

Student Petitions

- The petition was a **resubmitted** waiver request from the previous week. The student is requesting to have ENGL 110 & ENGL 120 waived. Since last week, Ingalls researched the two MSU courses which were in question. The student had indicated the courses were evidence that she had fulfilled the general education requirement previously at MSU. The committee decided to ask the English department for their opinion on whether or not the gen ed requirement had been met. Birmingham agreed to take the evidence to the English department for their comment. Next week the committee will review the petition after the English department has provided input.

Subcommittee Reports

Humanities, Fine Arts, and Communications – the committee recommends approval of English 336 (**see handout or attachment**) as a general education course, and brings it forward to the Senate at the next meeting. The Course is designed to meet outcomes 1 & 6, as a global perspectives requirement.

(Birmingham/Harrold) made a **MOTION** to approve ENGL 336 as a general education course as proposed. The **MOTION** passed.

Discussion took place on actions should take place. Wold-McCormick suggested that Birmingham should send a copy of the syllabus to her in the Registrar's Office.

Science and Technology – subcommittee members reviewed the materials provided for Five-Year Reviews.

- PHYS 110 – is recommended for continuation of approval as a General Education course, with Outcomes 5 and 6; conditional upon the inclusion of an approved General Education statement in the course syllabus.

- PHYS 110L, PHYS 120, PHYS 120L, PHYS 211, PHYS 211L, PHYS 212, and PHYS 212L have been recommended for continued approval as General Education courses – with Outcomes 5 and 6. **(See the attachment or handout for more detail)**

Harrold/Christoffers made a **MOTION** to approve the PHYS courses as stated, with conditions for PHYS 110. **MOTION** passed.

University 189

Dante Miller, vice president of the Student Senate, spoke to the committee regarding his ideas and goals for the University 189 course.

Miller's suggestions included:

- Students should be made aware of their rights and responsibilities.
- Help students develop their resume.
- Teach students the importance of internships and co-ops, as well as differences between the two.
- The class should be taught by a faculty member from the College of University Studies.
- Encourage the Alumni Association to create an alumni job shadowing program.

Vertical Writing Requirement

Wold-McCormick suggested that a subcommittee, or a task force, should be developed for the Vertical Writing Requirement. Gerst agreed. Discussion took place. Academic programs should identify their "writing" course or they could also use an "English" course recommendation.

Char Myhre (Library) volunteered to be on the committee or identify a representative from the Libraries. Robyne Williams (Apparel, Design, etc. volunteered). Jeff Gerst volunteered to be a Member at Large.

Other suggestions included:

English department – Kevin Brooks and Dale Sullivan.

Registrar's Office – Kristi Wold-McCormick

Center for Writers – Mary Pull or Rick Shaw

David Anderson – could represent the students and the General Education Committee.

Wold-McCormick also suggested that Bjellum use the matrix from the Academic Affairs committee to log course approvals.

Harrold offered to serve as convener for the next meeting (Wednesday, November 23rd, 2005). Clark-Johnson agreed to convene at the following meeting (Wednesday, November 30, 2005).

A **MOTION** (Haugen/Gerst) was made to adjourn. The meeting was adjourned at 5:10 p.m.

Respectfully Submitted:

Kären M. Bjellum

Draft minutes: NDSU General Education Committee
Wednesday, November 23, 2005
4 p.m., Badlands Room, Memorial Union

Members of the NDSU General Education Committee present included:
Elizabeth Birmingham, Mike Christoffers, Jeffery Gerst, Bob Harrold, Kate Haugen,
RaNelle Ingalls, Margaret Lee, John Martin, Kristi Wold-McCormick.

There were no additions, corrections, and updates to the proposed agenda and the minutes of the November 16, 2005 meeting were approved by unanimous consent.

Two student petitions were presented by Ingalls. The first petition was a continuation of the petition to accept previous work at another institution as equivalent to ENGL 110 and ENGL 120. Based upon the recommendation of the Department of English, a **MOTION** to accept the petition (Ingalls/Haugen) was **APPROVED** unanimously.

In the second petition, 23 credits of Study Abroad credits were presented as the basis for a request for 6 credits of Humanities and Fine Arts plus the embedded global perspectives credits. A **MOTION** to accept the petition (Haugen/Martin) was unanimously **APPROVED**.

Subcommittee reports:

Humanities, Fine Arts, and Communication: (Birmingham, Christoffers, Rymph) – No report.

Science and Technology: (Harrold, Martin, Myhre. External member: Lisa Montplaisir) – No report.

Social and Behavioral Sciences, Quantitative Reasoning, and Wellness: (Asa, Ingalls, Lee, Williams) – No report.

UNIV 189: (Ingalls, Haugen) – Ingalls has contacted IRB and reported the basics of a discussion with Teryl Grosz. Options were discussed. Ingalls volunteered to participate in the training involved so that it would be possible for data to be used for external purposes. The meeting called by Dante Miller, Student Government Vice President, to discuss UNIV 189 at 3 p.m. on Monday, November 28, 2005 was noted. Haugen and Ingalls will attend the meeting to represent the General Education Committee.

Capstone Review: (Clark Johnson, Harrold, Wold-McCormick) – Three handouts (a summary, a matrix of attributes of capstone courses, and a rubric) were distributed and discussed by Wold-McCormick. After discussion, a **MOTION** to accept the materials and to create a subcommittee to review capstone courses on a three-year cycle (Gerst/Ingalls) was unanimously **APPROVED**.

Vertical Writing: Vertical Writing: Wold-McCormick and Birmingham led a discussion of Vertical Writing activities. After extensive discussion, Birmingham and Wold-McCormick were endorsed as members of a Task Force to be developed to establish a structure for interaction between the Department of English and the General Education Committee. It was understood that the Task Force will establish responsibilities for implementation of the Vertical Writing requirement courses for all parties concerned.

Other: Wold-McCormick distributed copies of a form to be used by chairs of subcommittees in providing information about courses to be recommended to the University Senate for continuing approval or approval as a new course. (The form was electronically distributed to members of the General Education committee subsequent to the meeting.)

No old business or new business was discussed at this meeting and a **MOTION** for adjournment (Gerst/Wold-McCormick) was received at 5:10 p.m.

Recorder: Bob Harrold

General Education Committee
Meeting Minutes for November 30, 2005
4:00 p.m.
Badlands, Memorial Union

Present: Eric Asa, Elizabeth Birmingham, Michael Christoffers, Jeff Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, Virginia Clark Johnson, Margaret Lee, John Martin, Char Myhre, Doug Rymph, Kristi Wold-McCormick, and Karen Bjellum (recorder).

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

A **MOTION** (Gerst/Birmingham) was made to accept the minutes from the November 23, 2005 meeting. **MOTION CARRIED.**

Student Petitions

The student requested a waiver of UNV 189. He/she started in the fall of 1994; the course was not required until the spring of 1997. A **MOTION** (Haugen/Christoffers) was made to accept the waiver. **MOTION CARRIED.**

Subcommittees

University 189

Ingalls will contact Birmingham to discuss the IRB, and also contact the Group Decision Center. Harrold offered help from Bjellum and himself as they have both taken the IRB test.

Capstone Review

Clark Johnson and Harrold will be speaking at the Dean's meeting tomorrow to discuss the process and implementation of the Capstone Recommendations.

The subcommittee will form (start) in three years. It is mandatory that faculty are on the subcommittee.

Meeting Dates for Spring Semester 2006

The day and time that was chosen: Tuesdays at 11:00 a.m. Discussion took place about the frequency of the committee meeting next semester. The committee agreed that it would be sufficient if the entire committee met once every two weeks. The subcommittees could meet on the alternate Tuesdays.

A **MOTION** (Rymph/Gerst) was made to adjourn at 5:00 p.m.

Respectfully submitted, Kären Bjellum, Recorder

**NDSU General Education Committee
Meeting Minutes for December 7, 2005
Badlands Room, Memorial Union**

Members Present: David Anderson, Eric Asa, Elizabeth Birmingham, Jeffery Gerst, Robert Harrold, RaNelle Ingalls, Margaret Lee, John Martin, Doug Rymph, Robyne Williams, and Kristi Wold-McCormick. Karen Bjellum (recorder).

Ingalls, acting as convener, called the meeting to order at 4:00 p.m.

Minutes

A **MOTION** (Gerst/Martin) was made to approve the November 30, 2005 minutes. The motion was unanimously **APPROVED**.

Student Petitions

Student #1 – request to waive Cultural Diversity requirement. The student spent five years in Korea, in the Army. While living in Korea, the student became accustomed to Korean culture. A **MOTION** (Gerst/Williams) was made to approve the waiver. The waiver was **APPROVED**.

Student # 2 – request to waive Cultural Diversity requirement. **MOTION** to approve (Williams/Anderson) the waiver was unanimously **APPROVED**.

Student # 3 – request to waive the Communication (COMM 110) requirement. The student took GENS 101 in Bozeman, MT. A **MOTION** (Wold-McCormick/Harrold) to deny the waiver was **DENIED** unanimously.

Subcommittee Reports

Humanities, Fine Arts and Communication – no report.

Science & Technology – no report.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness – no report.

Assessment Instrument – a three page report was handed out to committee members. The subcommittee decided that the goals of the general education committee, would not be met using this online assessment tool.

Old business

Gerst reported that Paul Homan had declined Provost Schnells' offer to Chair the General Education Committee.

The committee's next meeting will be January 17, 2006; 11:00 a.m., in the FLC 320.

The meeting adjourned at 5:10 p.m.

**NDSU General Education Committee
Meeting Minutes for January 17, 2006
FLC 320**

Members Present: David Anderson, Mike Christoffers, Virginia Clark-Johnson, Jeffery Gerst, Bob Harrold, Kate Haugen, RaNelle Ingalls, Margaret Lee, John Martin, Char Myhre, Doug Rymph, Robyne Williams, and Kären Bjellum (recorder).

Christoffers, acting as convener, called the meeting to order at 11:04 am.

Agenda: There were no additions or corrections to the agenda.

Minutes: The minutes from the December 7, 2005 were accepted by consensus.

Student Petitions

Student #1 – has requested a waiver of the Cultural Diversity requirement. The student has submitted his F1 papers from Malaysia. The request was approved without a vote as it fell under previously approved operating procedures.

Student # 2 – request to accept 3 credits (Computer 105) from South West University in place of a Science & Technology credit requirement. A **MOTION** (Harrold/Christoffers) was made to approve the request. **MOTION PASSED.**

Student # 3 – the student has requested a waiver of the Cultural Diversity requirement and 1 Humanities & Fine Arts elective. The student spent 3 years of active duty, and served one year in Iraq. A **MOTION** (Williams/Haugen) was made to accept the waivers. **MOTION PASSED.**

Student # 4 – the student has petitioned to have UNV 189 waived. The student has taught TLC courses to UNV 189 students. Discussion took place. A **MOTION** (Williams/Harrold) was made to deny the petition. **MOTION PASSED.**

Student #5 – requesting a waiver of Computer Science114. A **MOTION** (Williams/Gerst) was made to approve the waiver. **MOTION PASSED.**

Supporting information had not been received for an additional petition. That petition will be brought to the committee at a later date.

Subcommittee Reports

Humanities, Fine Arts and Communication – No report.

Science & Technology – No report.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness –
No report.

UNIV 189 – Haugen reported that the cover letter is ready for review before sending to the GDC for the online survey. She has also prepared a request for exempt status to be submitted to IRB.

On-line Assessment – No report.

Other – Clark Johnson inquired about progress in the review of a course submitted from the College of Human Development and Education. Ingalls indicated that she has reviewed the materials but needs feedback from others before making a recommendation to the full committee.

New Business

Identification of Conveners for Spring Semester

Scheduled Meeting Dates:

January 17 (FLC 320): Michael Christoffers

January 24 (FLC 320, if needed)

January 31 (FLC 320): Robyne Williams

February 7 (FLC 320, if needed)

February 14 (Potential meeting with Accreditation Team)

February 21 (FLC 320): Doug Rymph

February 29 (FLC 320, if needed)

March 7 (FLC 320): Kate Haugen

March 21 (FLC 320): Michael Christoffers

March 28 (FLC 320, if needed)

April 4 (FLC 320): Jeff Gerst

April 11 (ELM 269 - Dean's Conference Room, if needed)

April 18 (FLC 320): Bob Harrold

April 25 (FLC 320, if needed)

May 2 (FLC 320): David Anderson

May 9 (FLC 320, if needed)

The meeting adjourned at 11:40 a.m.

**NDSU General Education Committee
Meeting Minutes for January 31, 2006
FLC 320**

Members Present: David Anderson, Eric Asa, Betsy Birmingham, Mike Christoffers, Jeffery Gerst, Bob Harrold, RaNelle Ingalls, Margaret Lee, John Martin, Char Myhre, Doug Rymph, Robyne Williams, Kristi Wold-McCormick, and Kären Bjellum (recorder).

Williams, acting as convener, called the meeting to order at 11:04 a.m.

Agenda: There were no additions or corrections to the agenda.

Minutes: A **MOTION** (Anderson/Harrold) was made to accept the minutes from the January 17, 2006 meeting. **MOTION PASSED.**

Student Petitions

Student #1 – the student is asking to substitute an extra Cultural Diversity credit in place of his Global Perspectives credit. The student has had four years of Spanish, not at NDSU. A **MOTION** (Rymph/Gerst) was made to accept the substitution. **MOTION PASSED.**

Student #2 – Request to waive Cultural Diversity requirement. He has spent several years as a sub contractor in the Middle East. A **MOTION** (Rymph/Gerst) was made to accept the waiver. **MOTION PASSED.**

Student #3 – the student would like to substitute a Humanities II course from Bismarck for the Global Perspectives requirement. A **MOTION** (Christoffers/Birmingham) was made to accept the substitution. **MOTION PASSED.**

Student #4 – the student is requesting that the committee accept her 1st year Chinese course (Mandarin) from Moorhead be accepted in place of the Global Perspectives requirement. A **MOTION** (Rymph/Gerst) was made to accept the request. **MOTION PASSED.**

Student #5 – the student is requesting a substitution of 1 credit of Humanities (Ethics or philosophy) be accepted in place of 1 credit of Social and Behavioral Sciences. A **MOTION** (Gerst/Martin) was made to accept the substitution. **MOTION PASSED.**

Student #6 – the student is requesting that their Biology 221/221L be accepted in place of the BIOL 220/220L Science & Technology requirement. Also CSCI 160 course be accepted in place of CSCI 114 & CSCI116 requirement. A **MOTION** (Gerst/Rymph) was made to accept the request. **MOTION PASSED.**

CDFS 468 – Will NOT be accepted as a Global Perspectives credit after Spring 2006. It will be removed from the list in the next undergraduate bulletin.

Subcommittee Reports

Humanities, Fine Arts and Communication – No report.

Science & Technology – No report.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness –
CDFS 182 – they still need to submit a syllabus, the subcommittee requests that the course should go forward to the University Senate.

HD & E 220 – the submission needs to go back to the department. They need to provide examples.

Nutrition 240 – Wellness okay with outcomes 2 & 7, but they need to eliminate outcomes 3 & 4; go forward for approval.

A **MOTION** (Rymph/Gerst) was made to accept the Wellness package. **MOTION PASSED.**

UNIV 189 – The IRB sent suggestions on changes that should be made.

Vertical Writing – Dale Sullivan developed a handout to send out requesting identification of a committee chair. The committee will be meeting two more times to discuss the vertical writing proposal.

On-line Assessment – No report.

New Business

The HLC Consultant - Evaluator team would like to meet with the General Education Committee on Tuesday, February 14, 2006. Harrold will send out an email with the time and location of the meeting.

The meeting adjourned at 11:40 a.m.

**NDSU General Education Committee
Meeting Minutes for February 21, 2006
FLC 320, Memorial Union**

Members Present: David Anderson, Eric Asa, Betsy Birmingham, Virginia Clark-Johnson, Jeffery Gerst, Bob Harrold, Margaret Lee, John Martin, Char Myhre, Doug Rymph, Robyne Williams, and Kären Bjellum (recorder).

Rymph, acting as convener, called the meeting to order at 11:02 a.m.

Agenda: There were no additions or corrections to the agenda.

Minutes: A **MOTION** (Haugen/Anderson) was made to accept the minutes from the January 31, 2006, meeting as distributed. **MOTION PASSED.**

Student Petitions

There were no student petitions submitted.

Subcommittee Reports

Humanities, Fine Arts and Communication

Copies of the **ENGL 324**, and **ENGL 358** (proposals for new general education courses), were distributed via email (February, 20, 2006) to the Gen. Ed. committee members. Positive comments were made in regard to the two proposals. The English department was very thorough and presented all of the necessary documentation. A **MOTION** (Williams/Asa) was made to accept ENGL 324, and ENGL 358, as submitted, **MOTION PASSED.** The proposals will be sent forward to the University Senate for approval.

Birmingham confirmed that **ENGL 120** is the prerequisite for all Vertical Writing courses.

Update that the **ARCH/LA 171** and **ARCH 321** syllabuses were received by the subcommittee, and the course proposals have been forwarded on to the University Senate Committee.

Science & Technology – Harrold indicated that the committee was waiting for a syllabus from BIOL 124.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness – no report.

UNIV 189 – On February, 16, 2006, Haugen had forwarded (to the Gen. Ed. committee) a copy of the email that Dante Miller, student body president, sent out to the student Listserv ®. Haugen wanted to thank Dante, who was very helpful in getting the survey out to students.

Vertical Writing – Birmingham announced that Dale Sullivan would be hosting a pedagogical luncheon on March 7, 2006; at 12:30 p.m. For more information, contact **Ed Deckard** @ Edward.Deckard@nds.u.edu.

On-line Assessment – No report.

There was no **Old Business** to report.

New Business

Birmingham announced she was interested in attending the AAC&U Institute on General Education, June 9-14, 2006 in Washington, D.C. Williams suggested Birmingham should go to the AAC&U website (www.aacu-edu.org/) for more information.

Clark-Johnson mentioned that as committee members are identified for the coming year for Senate Committees, vacancies on General Education need to be filled with tenured associate professors who can serve as the chair of the committee. Gerst indicated that he thought the Provost had discussed this with the Deans. The discussion with the Deans was a more general discussion of the need to appoint Associate Professors or Professors to Senate committees.

Haugen will be convening the March 7, 2006 meeting in FLC 320 at 11:00 a.m.

A **MOTION** (Williams/Birmingham) was made to adjourn at 11:40 a.m.

**NDSU General Education Committee
Meeting Minutes for March 7, 2006
FLC 320**

Members Present: David Anderson, Eric Asa, Mike Christoffers, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Doug Rymph, Robyne Williams, Kristi Wold-McCormick and Kären Bjellum (recorder).

Haugen, acting as convener, called the meeting to order at 11:03 am.

Agenda

There were no additions or corrections to the agenda.

Minutes

The minutes from the February 21, 2006 were accepted by consensus.

Student Petitions

Student #1 – the student was deployed (Iraq). He/she is requesting the committee accept **STATS 331**, as a General Education credit. The committee accepted the request accordingly.

Student # 2 – the student is requesting that we accept **ED 389 – Native American Multicultural INSTR PRAC** as a Cultural Diversity requirement. A **MOTION** (Williams/Harrold) was made to approve the request. **MOTION PASSED.**

Student # 3 – the student has requested that the committee waive the Global Perspectives requirement. The student has taken **ADH 410 – Dress in World Cultures** (Cultural Diversity req.) and, **CDFS 475 – Children/Families Across Cultures** (Cultural Diversity req.); under the assumption that it would fulfill the Global Perspectives req. The student's advisor had called Wold-McCormick to explain the request ahead of time. A **MOTION** (Rymph/Williams) was made to accept the **CDFS 475** course be accepted as a Global Perspectives requirement. **MOTION PASSED.**

Subcommittee Reports

Humanities, Fine Arts and Communication – Williams said that the subcommittee approved of the **Eng 321 Writing in the Technical Profession** course proposal. The committee agreed that it would be an excellent example to post on the Gen. Ed. website. Wold-McCormick said she would ask Deb Ott to post it on the website. A **MOTION** (Christoffers/Harrold) was made to approve the course and send it on to the University Senate Committee. **MOTION PASSED.**

Science & Technology – The committee has received a BIOL 124 application and they will be meeting before the next committee meeting to review the application.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness – HD & E 220 – Individual and Family Wellness the department has submitted the updated items. The committee approved the 5 year course renewal.

UNIV 189 – Haugen reported that they have had a good response with the survey; it will remain on the web until Spring Break. Anderson agreed to talk with Dante Miller about sending out another message to the student listserv© to give students another opportunity to take part in the survey.

On-line Assessment – no report.

Vertical Writing

Wold-McCormick said the **Vertical Writing Proposal** will be put forward to the University Senate Committee meeting on March 20, 2006.

Old Business

Category 9: Computer Usage Integrated in All Majors

Category 11: Comprehension of Personal & Professional Ethics Integrated in Majors

Category 12: Capstone Experience in All Majors.

Will subcommittees need to follow through with the progress of eliminating these three categories?

The committee adjourned at 11:30 a.m.

Recorder: Kären Bjellum

**NDSU General Education Committee
Meeting Minutes for March 21, 2006
FLC 320**

Members Present: Mike Christoffers, Virginia Clark-Johnson, Jeffery Gerst, Bob Harrold, RaNelle Ingalls, Margaret Lee, John Martin, Char Myhre, Doug Rymph, Robyne Williams, and Kären Bjellum (recorder). **Guests:** Dr. Dale Sullivan, English Department Head, and Dr. Larry Peterson, History Department Chair.

The meeting was called to order at 11:01 a.m.

Agenda: There were no additions or corrections to the agenda.

Vertical Writing - "Writing Across the Disciplines"

Dr. Sullivan discussed: See attachment 1: Proposal to adjust the conditions for approval of the general education upper-division writing requirement.

- Problems associated with the new vertical writing general education requirement.
- Possible solutions - proposing that the upper division writing requirement be exempt from ~ the Category 1 - 8 rule ~ requiring the class to be open to students from all majors.
- Objection to the proposal: enforcement of quality control may be difficult.
- Assessment must be tied to learning outcomes.
- If possible, please move this on to the University Senate this year (2006).
- Dr. Sullivan will be available next week to continue discussion of this proposal.

Minutes: The minutes from the March 7, 2006 meeting were accepted by consensus.

Student Petitions

There were no student petitions.

Subcommittee Reports

Science & Technology

After reviewing the application for renewal of the **BIOL 124 Environmental Science** (Outcomes 5 and 6) materials, the subcommittee recommends the course be approved for another 5 years. A **MOTION** (Christoffers/Martin) was made to approve the renewal and forward it on to University Senate for action. **MOTION PASSED.**

Humanities, Fine Arts, and Communication

No Report.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness

No Report.

UNIV 189

No Report.

Vertical Writing

The committee agreed to meet again next Tuesday, March 28, 2006; at 11:00 a.m. in FLC to continue discussion of the vertical writing proposal. The committee will obtain more information in regard to the gen. ed. administrative policies. Birmingham will send out an email with more information on the vertical writing proposal.

<http://www.ndsu.edu/cfwriters/wac.shtml>

Online Assessment

No Report.

Old Business

None discussed.

New Business

None discussed.

**NDSU General Education Committee
Meeting Minutes for March 28, 2006
FLC 320**

Members Present: David Anderson, Eric Asa, Betsy Birmingham, Mike Christoffers, Virginia Clark-Johnson, Jeffery Gerst, Bob Harrold, Kate Haugen, RaNelle Ingalls, Margaret Lee, John Martin, Doug Rymph, Robyne Williams, and Kristi Wold-McCormick. **Guests:** Dr. Dale Sullivan, English Department Head.

The meeting was called to order at 11:04 a.m.

Agenda: There were no additions or corrections to the agenda.

Minutes: The minutes from the March 21, 2006 meeting were accepted by consensus.

Student Petitions

No student petitions.

Subcommittee Reports

Science & Technology

No Report.

Humanities, Fine Arts, and Communication

No Report.

Social and Behavioral Sciences, Quantitative Reasoning, & Wellness

No Report.

UNIV 189

Haugen reported there were 1,200 responses for the University 189 Survey. They still need to randomly select two winners.

Online Assessment

No Report.

Old Business

Vertical Writing

The committee continued discussion on the vertical writing (writing across the disciplines).

- Harrold suggested the committee should go through the previous University Senate meeting minutes, and find all material relating to the Vertical Writing proposal.
- There is some confusion on the history of the proposal, and what has been passed by the University Senate.
- Dr. Sullivan stated that he would like the proposal to move forward as soon as possible.
- Ingalls said there is no problem with GERTA.
- The Registrar's office had sent out an email to all department heads/chairs/directors that this should be a "major requirement".

- Other questions about which category (Communication), should it be built into the major, department involvement, etc., still need to be addressed.
- The committee agreed to continue the discussion after reviewing the University Senate meeting minutes.

New Business

None discussed.

The meeting adjourned at 12:06 p.m.

Recorder: Kären Bjellum