

## GENERAL EDUCATION COMMITTEE MEETING

October 23, 2009, 9:00-10:00 a.m.

Room of Nations, Memorial Union

### 1. Call to Order

Meeting called to order at 9:00a.m. by Larry Peterson

### 2. 2009-2010 General Education Committee Members present:

Thomas Barnhart, Xiwen Cai, Robert Harrold, Virginia Clark Johnson, Linda Langley, Cory Loveless, Charlene Myhre, Larry Peterson, Charles Stevens, Kristi Wold-McCormick, Mary Wright

**Members absent:** Darshi De Saram, Catherine Haugen, RaNelle Ingalls, Langston Johnson, Gary Totten

### 3. Tentative Agenda – approved with addition that Bob will move to place the student petitions on a consent agenda.

### 4. Committee Introductions and Welcomes to New Members

Darshi De Saram (E&A), Langston Johnson (Students), Linda Langley (S&M), Cory Loveless (Students), Gary Totten (AHSS), Mary Wright (PNAS)

### 5. Minutes from May 4, June 4, and July 16, 2009 meetings as distributed by email on October 16.

- a. Bob moved to approve minutes as distributed, Char 2<sup>nd</sup>, minutes approved.

### 6. Implications for General Education Committee of Ad Hoc Undergraduate Curriculum Review Committee

- a. Larry reported on the AACU General Education Institute he attended with Bob Harrold, Char Myhre, Bill Martin and Kevin McCaul. They developed a proposal to set up a committee to review GE Courses and Undergraduate Curriculum together. They are waiting for the Provost to call for nominations and for a letter of charge from the President. Larry moved to finish reviewing current GE courses, but not to review any more GE Courses due to possible future changes in General Education. Bob seconded. Committee members stated that an announcement should be made on faculty listserv and that GE review forms should be taken off the GE web page. Committee votes and approves.

### 7. Establish Standing Subcommittees – Larry asked members to consider serving on one of the following subcommittees.

- a. Committee Members from last year
  - i. Humanities, Fine Arts, Communications –Larry, Xiwen
  - ii. Science and Technology & Wellness –Char, Bob, Tom
  - iii. Social & Behavior Sciences, Quantitative Reasoning–RaNelle, Charles
  - iv. Student Petitions—RaNelle, Virginia

### 8. Consent agenda for Student Petitions

- a. Bob moved to use a consent agenda format for student petitions. Members will review online petitions and recommendations made by subcommittee. Any member can move to pull out a student petition for further consideration and discussion. Charles seconded motion and committee approved.

### 9. Report from Student Petitions Subcommittee

| #     | Student Petition   | Subcommittee Recommendations   | Consent Agenda – Committee accepts subcommittee recommendation unless noted:   |
|-------|--|--|--|
| 1/9   | Request to waive UNIV 189 due to experience in previous colleges and NDSU Veteran's Upward Bound                 | Deny and recommends having student work as mentor with UNIV 189 (precedent)  |  |
| 2/10  | Requests substituting ENGL 300 and ENGL 301 for ENGL 110 and ENGL 120  | Deny substitution of ENGL 300 and 301 because the course material contains no record of a formal writing requirement   |  |
| 2/10  | Requests waiving Wellness based on professional experience   | Deny waiver of Wellness based on lack of sufficient evidence for claim.  | Committee urged student to resubmit with more evidence for claim.  |
| 3/11  | Requests using FREN 311 and 312 (French Conversation and Composition I & II for Humanities and Fine Arts.        | Recommends approving request.  |  |
| 4/12  | Requests substituting CAD classes transferred from NDSU for Science and Technology                               | Return petition to student for more information on how classes meet descriptions of Science and Technology category  |  |
| 5/13  | Requests substituting courses in Human Communication and Interpersonal Communication for COMM 110                | Approve because each of courses meets the MN Transfer Curriculum guidelines for a speech-based course  |  |
| 6/14  | Requests substituting two credits from MUSC 320:Vocal Chamber Ensemble into Humanities and Fine Arts             | Subcommittee recommends approval because student made a good argument  |  |
| 7/15  | Requests substituting transfer course in Fundamentals of Business and Professional Communications for COMM 110   | Approval because students at previous institution could take either this course or Fundamentals of Speech to complete the speech requirement   |  |
| 8/16  | Requests waiving UNIV 189 because student transferred in 23 rather than 24 credits and is now in final semester. | Approval based on student record and argument of appeal  |  |
| 9/17  | Requests substituting AP Physics (scored 4/5 on AP exam) for PHYS 120: Fundamentals of Physics                   | Deny petition because many students take this exam and all have it transferred as a free elective. In addition, student petition did not address particular content of PHYS 120, mechanics, heat, optics, electricity and magnetism. | Committee discusses. Need more info such as syllabus, course assignments, etc. AP courses do not take place of college courses unless approved. Suggested to have a single form to look up what AP classes are accepted and in what area for guidance counselors.                          |
| 10/18 | Requests substituting transfer course in Introduction to Forensic Sciences in Science and Technology category.   | Approval because student made a good case  | Committee discusses. Student had audit in May and did not petition until now – short 6 credits to graduate in December. Does not meet NDSU science but does fit into previous colleges' science course. Bob moves to accept petition under duress, Charles seconds and committee approves. |

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|-------|---|---|--|
| 11/19 | Student requests substituting one of several courses in English (ENGL 209: Introduction to Linguistics, ENGL 204: World Literature), Education (EDUC 321: Introduction to Teaching, EDUC: 489: Native Americans and Multicultural Instructional Practices), or COMM 212: Intercultural Communication in Global Perspectives.  | Subcommittee recommends approving based on coursework.  |  |
| 12/20 | Student requests waiving the Cultural Diversity requirement based on intensive training in Russian at Defense Language Institute  | Subcommittee recommends approving petition.   |  |
| 13/21 | Student requests waiving upper division writing requirement due to misunderstanding and/or misinformation when student transferred in Fall 2007. Student is currently enrolled in online version of upper division writing course.  | Subcommittee recommends denying petition because most of the material the student received did indicate that an upper division-writing course was required. |  |
| 14/22 | Student requests substituting composition course taken elsewhere for ENGL 120 failed at NDSU. (Student earned an A in transfer course.) Because NDSU does not allow courses to be transferred in to substitute for NDSU courses a student has failed, student is technically requesting a waiver of the requirement of 12 credits in Communication. Student earned a B in ENGL 321: Technical in Spring 2009. | Subcommittee recommends approving petition.   |  |
| 15/23 | Student requests substituting ENVD 130: Drawing for Environmental Designers in Humanities Fine Arts because of its similarity to ART 130: Drawing.  | Subcommittee recommends approval.   |  |
| 16/24 | Student requests waiving one credit in the Science and Technology category because student transferred in a course that was only two credits from another institution, whereas NDSU's course is three credits.  | Subcommittee recommends denying petition because student only earned grades of D in both courses in Science transferred from previous institution           |  |
| 17/25 | Student requests substituting transfer course in Global Issues in a Multicultural World in Global Perspectives (NDUS institution).  | Subcommittee recommends approving both petitions  |  |
| 17/25 | Student also requests substituting five transfer courses Introduction to Word Processing, Introduction to Spreadsheet Applications, Introduction to Database Applications, Introduction to Presentation Graphics, and Computers in Society (NDUS institution) in Science and Technology category as equivalent to CSCI 114: Microcomputer Packages.   | Subcommittee recommends approving both petitions  |  |
| 18/26 | Student requests substituting transfer course in Philosophy of World Religions in Humanities and Fine Arts category.  | Subcommittee recommends approving petition  |  |

|       |  |  |  |
|-------|--|--|--|
| 19/27 | Request to sub 3 credit of MSUM study abroad Japanese Language into HUM/FA   | Subcommittee recommends approving petition |  |
| 20/28 | Student requests Sign language course to substitute toward Culture diversity | Subcommittee recommends approving petition |  |
| 20/28 | Student requests Sign language course to substitute for HUM/FA               | Subcommittee recommends approving petition |  |

**10. Subcommittee Reports** – Bob reported on Science/Technology and Wellness subcommittee, they are reviewing, not in consensus.

**11. New Business**—Bob suggested that we change the petition guidelines to try to minimize problems of students petitioning during their last semester. He described a two-step solution. First, set a deadline that students must petition within 30 days after receiving graduation audits. Second, prohibit students from petitioning during their final semester except in cases of extreme emergency. If we decide on such a policy, its effective date would need to be far enough in the future to provide fair warning to students and advisors.

**12. Meeting adjourned 10:05 am.**

**NEXT SCHEDULED MEETING:  
FRIDAY, NOVEMBER 13, 2009  
9:00-10:00 am  
MANDAN ROOM**

Respectfully submitted,

Suzan Wolter, recorder

# GENERAL EDUCATION COMMITTEE MEETING

November 13, 2009, 9:00-10:00 a.m.

Room of Nations, Memorial Union

## 1. Call to Order

Meeting called to order at 9:00 a.m. by Larry Peterson

## 2. 2009-2010 General Education Committee Members present:

Thomas Barnhart, Darshi De Saram, Robert Harrold, Catherine Haugen, RaNelle Ingalls, Virginia Clark Johnson, Linda Langley, Cory Loveless, Charlene Myhre, Larry Peterson, Charles Stevens, Gary Totten, Kristi Wold-McCormick, Mary Wright

**Members absent:** Xiwen Cai, Langston Johnson,

## 3. Tentative Agenda – approved

## 4. Minutes from October 23, 2009 meeting as distributed by email on October 26, approved

## 5. Report from Student Petitions Subcommittee: RaNelle, Virginia, Cory, Darshi

- a. Student #1 - requests to waive upper division writing requirements based on other coursework in English, incorrect information from advisor, and financial hardship. Subcommittee recommends denying petition. Registrar's office sent three notices that this requirement was needed. Charles 2nds subcommittee recommendation to deny. Committee votes and denies petition.
- b. Student #2 – petitions committee to use DSU course LEAD 100H-21<sup>st</sup> Century Leadership for Humanities and Fine Arts. Course is in the subcategory of Social Interaction (mostly social sciences) of DSU's Understanding Human Civilization category. Subcommittee recommends approval. Cory 2nds. Committee discusses that this meets social science category. Motion fails, committee votes to oppose petition.
- c. Student #3 - requests substituting transfer course in Lakota/Dakota Culture taken from Sitting Bull Community College for cultural diversity category. Subcommittee recommends approval. Tom 2nds, Committee votes and approves.
- d. Student #4 - Petitions to substitute BIOL 150L: General Biology Lab as the co-requisite lab for BIOL 111: Concepts of Biology. Subcommittee recommends sending back petition to student for more information on why they would be co-req for each other. Committee discusses and Cory makes motion to approve the subcommittee request from student with motion that Registrar can approve petition when they receive info. Committee votes and approves
- e. Student #5 – Requests to receive 3 credits for ENG 110, student took part in pilot study in semester 2006 with major of zoology. Student was told if he/she took ENGL 120 and received a grade of C she/he would receive credit for ENGL 110. Student changed majors to Horticulture in 2008. In recent graduation audit student has been told he/she needs credit for ENGL110 to graduate. Student has been told that because this is a different college it will not be honored. Student has petitioned College of AG and they have denied petition. Committee feels student has met GE requirements, does not want to penalize students for volunteering for pilot program and wants make this fair and reasonable for students. GE committee tables this motion and will discuss options from the Registrars Office for dealing with these situations in the next meeting.
- f. Student #6 – Petitions committee to receive credit for ENGL 110 because student feels she/he have fulfilled the requirements for ENGL 110/ENGL 120 policy. Student came to NDSU in fall of 2006 and the policy requirement for ENGL 110/120 was that students would receive credit for ENGL 110 when they completed ENGL 120 with a grade of C or higher. Student also scored above 21 on ACT and could waive ENGL 110. Student took

ENGL120 and received at “B”. College of AG has a requirement of 9 English credits and has told student that she/he still needs another English course for 9 credits total. GE committee tables this motion and will discuss in next meeting.

**6. Humanities, Fine Arts, Communications Subcommittee (Larry, Gary, Xiwen) Report on New Courses and Renewal**

- a. Recommendation is to approve HON 340 Colloquium in the Humanities(A) for General Education with outcomes 1,6 as a new course for General Education.
- b. Recommendation is to approve ADFM 411 Food and World Cultures(A,D) for 5 year renewal with changes in outcomes for General Education with outcomes 3,6 (previous outcomes 1,3,6).
- c. Bob 2nds report from Humanities, Fine Arts, Communications Subcommittee, committee votes and approves subcommittee recommendations

**7. Science, Technology, and Wellness Subcommittee (Char, Bob, Tom) Report**

- a. BIOL 126: "Human Biology" - Recommendation for approval (Natural Science, Outcomes 2 and 5) for an additional period of five years, pending receipt by the Chair of the General Education Committee of an updated syllabus that contains the catalog description of the course and also indicates to students how the Outcomes selected for the course will be achieved.
- b. CDFS 242: "Couples, Marriages, and Families" - Recommendation for approval (Wellness, Outcomes 4 and 6) for an additional period of five years, pending receipt by the Chair of the General Education Committee of an updated syllabus for the classroom version that contains the catalog description of the course.
- c. HON 342: Colloquium in the Sciences – recommended to be returned to instructor in order to improve the syllabus.
- d. HPER 100: "Wellness" - Recommendation of encouragement for resubmission (Wellness, Outcomes 2 and 6) to address incomplete information identified by members of this subcommittee.
- e. PLSC 210: "Horticulture Science" - Recommendation for approval (Natural Science, Outcomes 5 and 6) for an additional period of five years.
- f. Cory 2nds Science, Technology, and Wellness Subcommittee report and to approve their recommendations. Committee votes and approves.

**8. Social & Behavior Sciences, Quantitative Reasoning Subcommittee (Charles, Linda, Mary) Report**

- a. HON 341: Colloquium in the Social Sciences recommended for approval
- b. Linda 2nds report, no discussion and committee approves recommendation

**9. Courses Withdrawn from General Education List of Approved Courses to send to University Senate on December 14, 2009**

- a. BIOL 151 General Biology II, S(n) - Department request to withdraw
- b. BIOL 151L General Biology II Laboratory S(n) – Department request to withdraw
- c. MUSC 201 World Music A,D – Department request to withdraw

**10. Meeting adjourned 10:00 am.**

**NEXT SCHEDULED MEETING:  
FRIDAY, DECEMBER 4 or 11 2009  
9:00-10:00 am**

Respectfully submitted,

Suzan Wolter, recorder

## GENERAL EDUCATION COMMITTEE MEETING

December 4, 2009, 9:00-10:00 a.m.  
Peace Garden Room, Memorial Union

### 1. Call to Order

Meeting called to order at 9:00 a.m. by Larry Peterson

### 2. 2009-2010 General Education Committee Members present:

Thomas Barnhart, Xiwen Cai, Robert Harrold, RaNelle Ingalls, Virginia Clark Johnson, Linda Langley, Cory Loveless, Charlene Myhre, Larry Peterson, Charles Stevens, Gary Totten, Kristi Wold-McCormick

**Members absent:** Darshi De Saram, Catherine Haugen, Langston Johnson, Mary Wright

### 3. Tentative Agenda – approved

### 4. Minutes from November 13, 2009 meeting as distributed by email on November 13, approved

### 5. Report from Student Petitions Subcommittee: RaNelle, Virginia, Cory, Darshi

- a. Student #1 - requests accepting BIOL 220 (anatomy) from Mankato for Science and Technology category. This class is not Gen Ed course for Mankato and the content is not equivalent to NDSU's Gen Ed course. **Recommendation from Subcommittee is to send back to student to further explain how course meets NDSU's Science and Technology criteria.** Bob seconds subcommittee recommendation. Committee discusses, votes, and approves recommendation.
- b. Student #2 – requests accepting LEAD 100 from Dickinson State College in the Social and Behavioral Sciences and Global Perspectives categories. Student petitioned for same course for Humanities and Fine Arts previously and was denied at the November 13 meeting. **Subcommittee recommends approving** for Social and Behavioral Sciences and Global Perspectives Categories. Linda seconds. Committee votes and approves recommendation.
- c. Student #3 - requests waiving Global Perspectives based on transferred course work, fluency in multiple languages, and extensive international travel. The student's request for cultural diversity is already approved due to international student status. **No recommendation from subcommittee.** Bob makes motion to approve petition; Charles seconds; committee discusses, votes and approves.
- d. Student #4 - requests waiving 1 credit in the Science and Technology category. Advisor supports request. Student has over 50 credits in 300-400 level engineering courses that exceed the general education Science and Technology requirements. **Subcommittee recommends approving.** Bob seconds and makes a motion that committee approve and set precedence for Registration and Records to have power to act on the committee's behalf and accept other petitions like this, and report back to committee. Committee discusses, votes and approves student's request to waive credit and also Bob's motion for precedence.



- e. Student petition #5 requests receiving credit for ENGL 110. Student participated in the First Year Composition pilot program in Fall 2006 and completed ENGL 120 with a B. Student transferred to a different college which did not participate in pilot program. That college insists that student needs to meet the college requirement of nine credits in written communication. Advisor supports request. **Subcommittee recommends denying petition.** Charles seconds. Committee discusses. Student will still need to complete upper division writing to meet college requirements for major. Committee votes 3 to deny petition and 5 to approve petition. Petition is approved for student to receive 3 credits for ENGL 110. Those in favor wanted the students in the pilot program to have the same benefit (credit for ENGL 110 if they passed ENGL 120 with a C or better) as subsequent students.
- f. Student petition #6 requests receiving credit for ENGL 110. Student completed ENGL 120 with a B in Fall 2006 although student was not enrolled in a college that participated in the First Year Composition pilot program. That college insists that student needs to meet the college requirement of nine credits in written communication. Advisor supports request. **Subcommittee recommends approval, but student must complete 320 Upper division writing first.** Charles seconds. Committee discusses, votes, and approves with one no vote.
- g. Student petition #7 requests substituting BIOL 150L: General Biology Lab as the co-requisite lab for BIOL 111: Concepts of Biology. This petition was reviewed at the November 13 meeting and approved pending further information. **Subcommittee recommends approval.** Bob seconds. Committee votes and approves.

#### 6. **Science, Technology, and Wellness Subcommittee Report (Char, Bob, Tom)**

- a. HON 342: Colloquium in the Sciences - Recommendation for approval (Science, Outcomes 1 and 6) as a new course. Committee votes to accept recommendation from subcommittee.

- 7. Meeting for time for Spring semester? Larry asked members to look at doodle site and choose time.
- 8. Committee did not have time to act on Larry's request for feedback on the Essential Learning Outcomes (attached in previous email) from the Association of American Colleges and Universities. The NDUS GE group is seeking reaction on these from each campus. We want you to divide these outcomes into three groups: 1) ones you think NDSU would easily accept; 2) ones NDSU might accept, but need more discussion; 3) ones that are a problem in some way, so we'd be reluctant to require them for all our students.
- 9. Committee did not have time to discuss what we should we do to follow through on Bob's suggestion that we change the petition guidelines to try to minimize problems of students petitioning during their last semester. He described a two-step solution. First, set a deadline that students must petition within 30 days after receiving graduation audits. Second, prohibit students from petitioning during their final semester except in cases of extreme emergency. If we decide on such a policy, its effective date would need to be far enough in the future to provide fair warning to students and advisors.

#### 10. **Meeting adjourned 10:00 am.**

Respectfully submitted,

Suzan Wolter, recorder

## GENERAL EDUCATION COMMITTEE MEETING

January 15, 2010, 2:00-3:00 p.m.

Meadow Room, Memorial Union

### 1. Call to Order

Meeting called to order at 2:00 p.m. by Larry Peterson

### 2. 2009-2010 General Education Committee Members present:

Thomas Barnhart, Xiwen Cai, Robert Harrold, Catherine Haugen, RaNelle Ingalls, Virginia Clark Johnson, Linda Langley, Cory Loveless, Charlene Myhre, Larry Peterson, Charles Stevens, Gary Totten, Kristi Wold-McCormick

**Members absent:** Darshi De Saram, Langston Johnson, Mary Wright

### 3. Tentative Agenda – approved

### 4. Minutes from December 4, 2009 meeting as distributed by email on December 4<sup>th</sup>, approved.

### 5. Subcommittee Reports

#### a. Humanities, Fine Arts, Communications (Gary, Larry, Xiwen)

- i. THEA 115-World Film, Categories A,D with Recommended outcomes 3 & 4, subcommittee recommends 5 year renewal with changes in outcomes to be approved. Larry makes motion, Charles seconds. Committee votes to accept recommendation of subcommittee.

#### b. Science, Technology, and Wellness Subcommittee Report (Char, Bob, Tom)

- i. BIOL 126L- subcommittee recommends approval for approval as new general education course in Category S (n), with outcomes 2 & 5. Tom moves to accept, Bob seconds. Committee votes and approves.

#### c. Social & Behavior Sciences, Quantitative Reasoning (Charles, Linda, Mary)

- i. PSYCH 270-Abnormal Psychology, Category B with recommended outcomes 4 & 5. Subcommittee recommends 5 year renewal with no changes in outcome. Charles makes motion, Linda seconds. Committee votes to approve recommendation by subcommittee.

### 6. Report from Student Petitions Subcommittee: RaNelle, Virginia, Cory, Darshi

- a. Student petition #1 requests substituting a variety of science courses with a math component and a MATH 103 prerequisite for the Quantitative Reasoning requirement. These courses include CHEM 121, 121L, ECON 105, ECON 220, ANTH 350, GEO 300 and GEO 440. **Recommendation from Subcommittee is to deny.** Bob seconds. Committee discusses, votes, and approves recommendation to deny student petition because student provided no certification from Student Disability Services of claimed disability. Student should be urged to take advantage of campus tutoring services.
- b. Student #2 – requests using BIOL 126L as co-requisite lab course with BIOL 126. BIOL 126L is currently being reviewed as a new course. Request moot because of recommended approval of BIOL 126L from Science and Technology subcommittee.
- c. Student #3 - requests substituting NDSU CHEM 117L or 121L as co-req lab to the CHEM 106: Forensic Science course taken at St. Olaf. No course description provided. **Majority of subcommittee recommends denying.** Charles seconds. Committee discusses, votes to deny petition with 3 opposing. Suggest that if student can demonstrate that if there was a lab component in science classes taken at another college, to petition again.
- d. Student #4 - requests the committee reexamine its decision to deny student's previous request (reviewed 10/23/09) to substitute credit from AP Physics exam for PHYS 120. Supporting letter from high school teacher notes course is now a dual credit course in

NDUS. **Subcommittee recommends approving AP Physics Exam count as GE Science & Technology credits, but not substitute for PHYS 120.** Tom seconds and Larry moves that committee approve and set a precedent for Registration and Records that a student AP Physics Exam to count as GE Science & Technology credit, and report back to committee. Committee discusses, votes, and accepts subcommittee recommendation and Larry's motion.

- e. Student petition #5 requests a waiver of both Cultural Diversity and Global Perspectives based on military service in Iraq. **Subcommittee recommends approving petition.** Catherine seconds. Committee discusses and approves petition because of the length of time in Iraq (8 months, similar to two semesters study overseas), nature of experience with other cultures, and strength of case student made.
  - f. Student petition #6 – requests a waiver of global perspectives due to placing into SPAN 201 and 202, and study abroad. **Subcommittee recommends approval,** Charles seconds. Committee discusses, votes, and approves subcommittee recommendation.
7. Request from liaisons in Registrar's Office interpreting policy #6 with respect to what constitutes an "advanced course with comparable content." According to RaNelle, they were disappointed to hear that BIOL 151/151L was being removed from Gen Ed but felt it could still count toward GE depending on how this policy is interpreted.
- a. General Education Administration Policy Number 6 (page 24 of the Bulletin) states: "General education requirements can be met by successful completion of a course for which an approved course in the same department is a prerequisite or by successful completion of an advanced course in the same department with comparable course content." The first part of this policy was designed to take care of all those advanced courses in Math that many students take who already have a good math background. The second part of the policy was originally written to take care of the three levels of Physics courses (120: Fundamentals, 211; College; 251: University).
  - b. Question sent to Will Blier - "Now that the department has withdrawn BIOL 151, the liaisons in the Registrar's Office are wondering if it fits under the second part of this policy. That is to say, does it have comparable course content (but at an advanced level) to one of the other GE courses--111, 124, or 150?" Email response from Will Blier, Biological Sciences: "No, neither BIOL 111, 124 nor 150 has comparable content to BIOL 151. The one that comes closest is BIOL 111, but its overlap with BIOL 151 is less than 50%."
  - c. Bob noted that the CCN standard for comparable courses is 70% common content.
  - d. Larry requests that committee members and liaisons in Registrar's Office review how many classes from their departments may be affected.
6. **Unfinished Business:** Feedback on the Essential Learning Outcomes and Prohibiting Student Petitions in the Semester Immediately Prior to Graduation
7. **Meeting adjourned 3:00 p.m.**
8. **Next Meeting: February 12, 2010, 2:00-3:00p.m.,in FLC 415A**

*Respectfully submitted,  
Suzan Wolter, recorder*

## GENERAL EDUCATION COMMITTEE MEETING

February 12, 2010, 2:00-3:00 p.m.

FLC 415A,

### 1. Call to Order

Meeting called to order at 2:00 p.m. by Larry Peterson

### 2. 2009-2010 General Education Committee Members present:

Thomas Barnhart, Xiwen Cai, Darshi De Saram, Robert Harrold, Catherine Haugen, RaNelle Ingalls, Linda Langley, Cory Loveless, Larry Peterson, Charles Stevens, Kristi Wold-McCormick, Mary Wright

**Members Absent:** Virginia Clark Johnson, Charlene Myhre, Gary Totten,

### 3. Tentative Agenda – approved

### 4. Minutes from January 15, 2010 meeting, Bob moves to approve as distributed by email on January 18th, RaNelle 2nds, Committee approves minutes

### 5. Report from Student Petitions Subcommittee: Cory, Darshi, RaNelle, Virginia

- a. Student petition #1 requests GE approving three credits for courses taken in Uganda on religion and history to meet Humanities and Fine Arts category. **Recommendation from Subcommittee is to approve.** Seconded by: Catherine. **Committee votes to approve subcommittee recommendation.**
- b. Student petition #2 requests using course in History of Spanish Art taken while studying overseas in Humanities and Fine Arts category. Content of course is Humanities and Fine Arts driven. **Recommendation from Subcommittee is to approve.** Seconded by: Cory. **Committee votes to approve Subcommittee recommendation.**
- c. Student petition #3 requests substituting Arabic (LANG 199) into the Humanities and Fine Arts category. **Recommendation from Subcommittee is to approve.** Seconded by: Mary. **Committee votes to approve Subcommittee recommendation.**
- d. Student petition #4 requests a substitution of ROTC physical fitness into the Wellness category. **Recommendation from Subcommittee is to Deny** Seconded by: Charles. **Committee votes to accept Subcommittee recommendation to deny petition.** If the student submits further information to show how this meets wellness, not just physical fitness, may petition again.
- e. Student petition #5 requests using ARAB 102 as global perspectives. **Recommendation from Subcommittee is to Approve** Seconded by: Linda **Committee votes to Deny petition.**
- f. Student petition #6 requests using MUSC 103 as global perspectives. Student was notified twice, by email and with audit mailed to them by the college liaison at the beginning of fall 2009 semester of this deficiency. **Recommendation from Subcommittee is to Deny.** Seconded by: Bob. **Committee votes to accept subcommittee recommendation to deny petition.**

- g. Student petition #7 requests waiving UNIV 189 because of the expense of the DCE version of the course. Student tried to sign up as mentor or to take it face to face, but had class conflicts. **Recommendation from Subcommittee is to Deny.** Second by: Linda. Committee amends petition to waive UNIV 189 because of student's good faith efforts. **Committee votes to approve to waive 189 with 1 oppose.** Student will be able to drop class and get a full refund because class has not started yet.
- g. Student petition #8 requests using ARAB 102 as Humanities and Fine Arts. **Recommendation from Subcommittee is to approve.** Seconded by: Mary. Committee votes to approve subcommittee recommendation after discussion. Does it meet the spirit of GE for a student whose native language is not English to take a first year language course in their native language? Are they getting anything from these courses?

## 6. Subcommittee Reports

- a. **Humanities, Fine Arts, Communications:** Gary, Larry, Xiwen

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|---|--|
| WS 110: Introduction to Women's Studies | Course does not seem to meet revision requirement for Outcome One. |
|---|--|

- b. **Science and Technology & Wellness:** Char, Bob, Tom

- c. **Social & Behavior Sciences, Quantitative Reasoning:** Charles, Linda, Mary

|  |   |
|--|---|
| COMM 112: Understanding Media/Social Change      | Needs correct GE category on syllabus. Many Outcomes connected with optional synthesis paper. No evidence of how student discussions are assessed.  |
| CSCI 122: Beginning BASIC/Visual BASIC           | To meet Outcome One needs to have more than one communication medium, structured feedback, and revisions.   |
| GEO 161: World Regional Geography                | Needs to explain the source of some material rubric for Outcome Three.  |
| HDFS 475: Children & Families Across Cultures    | Needs to include Social and Behavioral Sciences Category on submission sheet.   |
| HNES 355: International Health                   | Needs to include Global Perspectives on syllabus.   |
| POLS 120: Terrorism                              | Needs to include GE statement in syllabus, to complete Outcome rubric/matrix, & to have better example for Outcome Six.   |
| PSYCH 210: Human Sexuality                       | The syllabus needs to list both Outcomes. Needs to explain how explaining and discussing are assessed on exams with only TF and MC questions.   |
| PSYCH 211: Introduction to Behavior Modification | The syllabus shows only four multiple choice exams, but the narrative material claims student performance is evaluated by written essay exams, self management project and class participation. |

**7. Committee discussed and approved policy to implement Bob's suggestion on student petition guidelines.**

General Education Student Petition Deadline Policy

As of July 1, 2011 the General Education Committee will no longer consider student petitions during the semester of a student's graduation except in documented cases of extreme emergency.

*Note: Suggestion to add this information to forms for Graduation Audit and for General Education appeals.*

**8. Feedback on the Essential Learning Outcomes** from the Association of American Colleges and Universities. The NDUS GE group is seeking reaction on these from each campus.

Outcome #1 Knowledge of Human Cultures and the Physical and Natural World

Outcome #2 Intellectual and Practical Skills,

Outcome #3 Personal and Social Responsibility

Outcome #4 Integrative Learning

1) What outcomes do you think NDSU would easily accept?

2) What outcomes NDSU might accept, but need more discussion?

3) Which outcomes that are a problem in some way, so we'd be reluctant to require them for all our students.

Committee discussed. Members raised questions about transferability, campus autonomy, outcome integration, and assessment.

**9. Meeting adjourned 3:00 p.m.**

**10. Next Meeting March 12, 2010, 2:00-3:00p.m Meadow Room, Memorial Union**

*Respectfully submitted,  
Suzan Wolter, recorder*

## **General Education Committee Meeting**

### **Minutes of the meeting of March 12, 2010**

The meeting was called to order at 2:00 p.m. by Larry Peterson

General Education Committee Members present included: Robert Harrold, Catherine Haugen, Virginia Clark Johnson, Linda Langley, Cory Loveless, Charlene Myhre, Larry Peterson, Charles Stevens, Gary Totten, and Kristi Wold-McCormick.

Guests: Kevin Brooks, Andrew Mara, and Bruce Maylath.

Larry asked the members present to introduce themselves for the benefit of the guests and progressed to the discussion of Upper Division Writing. Kevin Brooks, Bruce Maylath, and Andrew Mara provided an update on the Upper Division Writing Courses and initiated discussion of potential levels of involvement of, and interaction with, the members of the General Education Committee. Kevin sought involvement of members of the General Education Committee in reviewing student portfolios and discussed the three hour involvement in portfolio review. He emphasized that it really helps the English Department understand the nature of the writing in other disciplines better when other faculty participate. Bob has done this previously. No one else volunteered at the meeting, but Committee members were interested and supportive of the portfolio reviews for both the First Year and the Upper Division Writing Courses.

Kevin also discussed the possibility of getting feedback about the Upper Division Writing (UDW) courses each semester from the General Education Committee. Committee members thought the writing concerns in their colleges were too diverse for any one member to represent adequately. A number of options were discussed including using the college list serves. Consideration of obtaining direct feedback from units providing students for individual UDW courses was encouraged as the General Education Committee would not represent an appropriate audience for comments about individual UDW courses.

The minutes of the meeting of February 12, 2010 were approved as distributed and Bob Harrold agreed to take notes in Sue Wolter's absence.

There were no student petitions to discuss and the report from the Humanities, Fine Arts, and Communication Subcommittee to recommend WGS 110: Introduction to Women's Studies (Categories A/D; Outcomes 3 & 6) and HIST 431: The North American Plains [Categories A/D; Outcomes 3 & 6 (Pending receipt of a revised syllabus)] was approved as distributed. There were no reports from the Science, Technology, and Wellness Subcommittee or from the Social and Behavioral Sciences Subcommittee.

Larry indicated that the procedure adopted by the General Education Committee of not accepting petitions to waive General Education requirements during a student's last semester, except in cases of extreme duress, had been presented at the meeting of the University Senate on March 8, 2010. A student representative expressed concern and it was explained that the action was a procedure rather than a policy. Members agreed that the essence of this new procedure was to be fair to all students by not taking the student's term of graduation into consideration when making a decision. Kristi volunteered to re-draft the statement to make that clear.

Discussion of information requested from the General Education Committee for inclusion into a matrix developed for the NDSU Diversity Plan emphasized that the matrix heading called for activities in 2005 – 2010 and had not been seen previously by the committee. The draft entries into the matrix were endorsed with the suggestion that Larry might rewrite selected sections. Kristi suggested that a cover memo might help describe the committee's position.

College Liaisons in Registration and Records had asked Kristi to seek clarification on courses taken by course challenge. These courses are graded on a Pass or Fail basis and the Liaisons sought clarification if this resulted in a conflict with General Education Policy #8 (for General Education courses) or if this was a unique instance of an exception for courses offered only on a Pass/Fail basis. The committee agreed that this represented a special exception to Policy #8 and did not represent a conflict.

Kristi requested the Committee's permission for her office to grant waivers to a cluster of students in Architecture and Landscape Architecture who are being disadvantaged by the withdrawal of BIOL 150, 150L, 151, and 151L from the list of approved General Education courses. The Committee agreed.

There was a short discussion of Mid-term grading.

No additional business was presented and the meeting was adjourned at approximately 3:05 p.m.



## GENERAL EDUCATION COMMITTEE MEETING

April 9, 2010, 2:00-3:00 p.m.  
Meadow Room, Memorial Union

### 1. Call to Order

Meeting called to order at 2:00 p.m. by Larry Peterson

### 2. 2009-2010 General Education Committee Members present:

Thomas Barnhart, Darshi De Saram, Catherine Haugen, RaNelle Ingalls, Virginia Clark Johnson, Linda Langley, Cory Loveless, Charlene Myhre, Larry Peterson, Charles Stevens, Gary Totten, Kristi Wold-McCormick,

**Members absent:** Xiwen Cai, Robert Harrold, Langston Johnson, Mary Wright

### 3. Tentative Agenda – approved

### 4. Minutes from March 12, 2010 meeting, approve as distributed by email on March 25, 2010. Committee approves minutes.

### 5. Report from Student Petitions Subcommittee: Cory, Darshi, RaNelle, Virginia

- a. Student petition #1 (BK) requests to substitute MATH 107: Precalculus into Quantitative Reasoning. Student took course as major in different NDSU college. **Recommendation from Subcommittee is to approve. Committee votes to approve subcommittee recommendation and approve petition.**
- b. Student petition #1 (BK) requests to substitute CFS 210: Introduction to Food Science and Technology (2 credits) into Science and Technology. Student took course as major in different NDSU college. **Recommendation from Subcommittee is to deny because it is not clear if this course covers the scientific method. Committee votes to approve subcommittee recommendation and deny student petition.**
- c. Student petition #2 (AA) requests to substitute study abroad course in Politics and Society in the United States of America (3 credits) into Social and Behavioral Sciences. **Recommendation from Subcommittee is to approve. Committee votes to approve subcommittee recommendation and approve student petition.**
- d. Student petition #3 (DD) requests using BIOL126L: Human Biology Lab as co-requisite with BIOL 111: Concepts of Biology. **Recommendation from Subcommittee is to approve. Committee votes to approve subcommittee recommendation and approve student petition.**
- e. Student petition #4 (RB) requests substituting COMM 104: Introduction to Human Communication for COMM 110: Fundamentals of Public Speaking. **Recommendation from Subcommittee is to deny. Committee votes to approve subcommittee recommendation and deny student petition with recommendation to do a course challenge or to resubmit petition and provide evidence of ability to meet course outcomes. One member voted to oppose.**
- f. Student petition #5 (PN) requests substituting transfer course in Political Science 111: Comparative Politics into Social and Behavioral Sciences. **Recommendation from Subcommittee is to approve. Committee votes to approve subcommittee recommendation and approve student petition.**

g. Student petition #6 (HD) requests substituting transfer course, Biology 213: General Pathology (3 credits) into Science and Technology. **The recommendation from the subcommittee is to return the petition to the student to resubmit with a syllabus for the course and to explain how it meets the Science category.”**

h. Student petition #7 (MM) requests substituting ARAB 102 for Global Perspectives. Previously denied by Committee on February 12, 2010. **Recommendation from Subcommittee is to approve. Committee votes to approve subcommittee recommendation and approve student petition despite the lack of rationale. One member voted to oppose.**

6. Subcommittee Reports – No reports

7. Registration and Records – requests from Kristi

a. Revised student petition language as follows:

*“Note that anticipated semester of graduation is not a factor for consideration in the review process.”*

Committee votes to approve – Larry will announce at Senate meeting the new language.

b. Request from Kristi:

Paul Homan contacted her and asked if students could count HON 391: Humans and Microorganisms taken during fall 2009 as a general education course (Science/Tech category). This was approved later that term as a full-fledged GE course HON 342: Colloquium in the Sciences. Kristi told him it's likely the GE committee would approve this section retroactively for that same term in which it was approved, but that she would need to have the committee make that decision.

Committee discusses - Because HON 342 was approved as a GE course with this course as the model, there were no substantial content changes. Committee will support and approve.

8. Meeting adjourned 2:43 p.m.

9. Next Meeting Friday, May 7, 2010, 2:00-3:00 p.m. Meadow Room, Memorial Union

*Respectfully submitted,  
Suzan Wolter, recorder*

## GE Meeting Minutes, May 7, 2010

Members Present: Thomas Barnhart, Xiwen Cai, Robert Harrold, Catherine Haugen, RaNelle Ingalls, Virginia Clark Johnson, Linda Langley, Cory Loveless, Larry Peterson, Charles Stevens, Gary Totten, Kristi Wold-McCormick, Mary Wright

1. Meeting called to order 2:00 pm. Gary Totten volunteered to serve as recorder.
2. Larry suggested a change to the minutes. The action for student #6 (HD) should read, "**The recommendation from the subcommittee is to return the petition to the student to resubmit with a syllabus for the course and to explain how it meets the Science category.**" No other changes suggested by committee. Minutes approved.
3. Departing members (Langston Johnson, Cory Loveless, Charles Stevens) were recognized for their work on the committee.
4. Student Petitions. Larry asked for a motion to make them a consent agenda; Cory and Bob so moved; Linda seconded; and the Committee approved.
  - a. Student petition #1 (SE) requests substituting transfer course in Computer Science into Quantitative Reasoning. Student provided syllabus and rationale. Subcommittee recommends approval of petition.
  - b. Student petition #2 (FN) requests substituting transfer course ASIA 253: Japanese Culture into Humanities and Fine Arts. Student provided syllabus and rationale. Subcommittee recommends approval of petition.
  - c. Student petition #3 (JB) requests waiving one credit of Quantitative Reasoning because student took CSI 159: Computer Science Problem Solving for two credits. (Now it is only offered for three credits.) Subcommittee recommends approval of petition.
  - d. Student petition #4 (BM) requests waiving Cultural Diversity requirement based on National Guard experience, primarily in basic training and deployment in various parts of North Dakota. Subcommittee recommends denial of petition.
  - e. Student petition #5 (MK) submitted five requests based on study abroad in Korea. Subcommittee appreciates student's pro-active approach, but the study abroad registration process has not been allowed to work through the appropriate channels with respect to the NDSU depts. reviewing and determining potential course equivalents. The two requests (#s 3 & 4), however, that could be considered at this time are the requests for the Korean language courses (I & II) since NDSU does not teach Korean. Similar to the Arabic requests, the recommendation is to approve HUM/FA and global perspectives for these two requests.

Larry asked if there were any questions about the petitions from the committee.

Charles asked about petition #5 (MK). RaNelle recommended that the appropriate departments be allowed to complete the process of reviewing the student's petition. The student is being proactive, but hasn't allowed the process itself to work. The Summer 2010 Korean courses she is planning to take would be approved for HUM/FA and global perspectives "pending" her completion of the courses

One more student petition posted just before the meeting: BN is requesting a waiver of ENGL 120. Student transferred a technical writing course from a law enforcement degree at a community college, which did not transfer as equivalent to either ENGL 110 or ENGL 120. Student got credit for ENGL 110 because of earning a "B" in ENGL 320 at NDSU. After discussion about the overlap between ENGL 120 and the transfer course, Linda moved; Mary seconded, and the Committee approved the student's request to waive English 120.

5. Subcommittee Reports:

Social and Behavioral Sciences and Quantitative Reasoning. Moved, seconded, and approved to approve new Gen Ed course (HNES 355) and continued approval (5-year) for CDFS 475.

Three courses sent back for revision (CDFS 230, CSCI 122, EMGT 101).

6. Larry reported on ND Gen Ed Summit. Chancellor is pursuing North Dakota's participation as a LEAP state. The summit adopted a working constitution for a ND Interim General Education Council. The summit agreed that all the AACU's learning outcomes were important, but attendees were not sure how to assess some of them. The latter two matters should be completed at the September summit in Bismarck.
7. Action item: what to do about course reviews not completed by 4/30/10? The recommendation is to send letters to departments who have not yet submitted reviews or revisions. These letters should be more strongly worded if a course has been several years past the due date; for example, courses like CHEM 121 and CSCI 159.
8. Charles noted that online courses create difficulties in assessing GE outcomes (e.g. if an outcome is based on class discussion, the face-to-face class would

meet this outcome while the online version of the same course would not). This will need to be a matter of discussion in future reviews.

9. The people who attended the AACU General Education Institute in May 2009 (Bob, Larry, Char, Kevin McCaul) will meet with the Provost on May 11 to review the nominations for members of the Ad Hoc Undergrad Curriculum Review Committee.

10. Possibility of a summer meeting if appeals warrant it.

11. Meeting adjourned 2:40 pm