

General Education and Instructional Effectiveness Committee  
**Meeting Minutes**  
2:00PM, Monday, January 23, 2023  
Virtual Teams Meeting

Attendees: Michael Brewer, Crystal Chambers, John Collins, Guyla Evans, Jennifer Gallagher, Rhonda Kenny, Purificacion Martinez, Mary Tucker – McLaughlin, Karen Vail-Smith, Ying Zhou

1. Meeting called to order at 2:00pm by Tucker-McLaughlin.
2. Minutes approved from November 21, 2022 with revision to change Purificacion to Martinez.
3. Announcements

Transfer Requests: Tucker-McLaughlin wanted to discuss how we give GD/DD credit so easily to transfer students. Brewer said his department does accept courses easier sometimes because it can take them so long to finish degree if not. Zhou stated students come in with a lot of transfer hours and we try to be “transfer friendly” and students can be charged if they exceed 145 hours. Vail-Smith discussed the fact that we should get department chairs feedback for courses that transfer. Martinez stated Faculty Senate has a record of courses that are approved so we don’t repeat the process of approving the same course.

4. Business

- a. Designation Approval Requests: POLS 200 from California Lutheran University—GD designation; Intro to World Religions from Delaware County CC- GD Designation
- b. Discussion of form regarding transfer credit review process:
  - i. GEIEC committee reviewed reevaluation form from Angela Anderson.
  - ii. Kenny asked if the syllabus and course description could be attached and semester/year course was taken added to the form.
  - iii. Chambers asked if a subcommittee needs to be considered for this task.
  - iv. Martinez originally requested a simple process where a student could make the request and select what they are asking for (GD/DD/Gen Ed credit) like UNC-Chapel Hill’s form. Martinez volunteered to obtain the form and process and share it with Angela Anderson.
- c. Ad Hoc Committee on Curriculog Report:
  - i. Met with Curriculog administrators to discuss adding requests that need GEIEC review to Curriculog.
  - ii. Vail-Smith commented GEIEC should be a stop along the way of the Curriculog process.
  - iii. Zhou commented that the Curriculog process is linear and routing is limited; GEIEC review needs to be added to the end.
  - iv. Martinez commented GEIEC has traditionally given GE credit before UCC approval.

- v. Zhou will schedule meeting with full Curriculog committee and will include Tucker-McLaughlin and Vail-Smith in this meeting.
- d. Peer Instruments Committee Report:
  - i. Collins stated some people wanted an explanation of why the peer review document needs to be changed or revised.
  - ii. Martinez stated she received a lot of questions on how to use Peer Observation tool when she was Chair of Faculty Senate. She commented that the current instrument does not align with best practices and the purpose of to update and revise.
  - iii. Chambers commented the instrument should consider different teaching styles and classroom styles and wants Martinez to move forward. She also suggested to consider getting some expert advice from outside our committee to help with the revision.
  - iv. Martinez and Gallagher will work together on the revision.
- e. SOIS Video Update:
  - i. Chambers can continue to work on it with her doctoral student. She asked for suggestions from us. The purpose of video is to educate students to focus on the teaching, eliminate bias, and avoid airing grievances on the SOIS evaluation.
  - ii. Chambers voted to move to accept video with editorial revisions and motion was approved.
- f. Policy regarding application for 3000 and 4000 level courses for General Education credit.
  - i. Zhou noted in the Undergraduate Catalog, it states courses at the 1000 and 2000 level with no multiple prerequisites and a primary focus on one of the competency areas can receive general education for that competency. Catalog notes a 3000 level can receive GE credit under special circumstances and with appropriate justification. No mention of 4000 level courses.
- g. Martinez mentioned GEIEC volunteers are needed for Task Force for Teaching Effectiveness (email was sent to committee).

5. Meeting adjourned at 3:30pm.