

**Special General Studies Council Minutes**  
**September 17, 2009 Meeting – 3:30 p.m.**  
**Founders Hall, Warner Conference Room**  
**Approved via email 10/28/09**

**Present:** Vijay Agrawal, Sylvia Asay, Debbie Bridges, Mary Daake, Tommy Eshleman, Tommy Hansen, Ralph Hanson, Sherri Harms, Daryl Kelley, Sonja Kropp, Carol Lilly, Kristi Milks, Darleen Mitchell, Kim Schipporeit, Daren Snider, Ron Wirtz

**Guests:** Marc Albrecht, Greg Anderson, Dallas Kenny, Martha Kruse, George Lawson, Janet Lear, Bill Wozniak

**Absent:** Jan Moore

**I. Call to Order:**

Director Snider called the meeting to order.

**II. Open Items:**

**a. General Studies Course Approval Process (discussion with the Academic Affairs Committee)**

Martha Kruse and various members for the Academic Affairs Committee were present. The committee had several questions for the General Studies Council.

- 1) What are the timelines for the getting courses approved and where does the paperwork go?  
The procedure and deadlines are on the GS website.
- 2) If a WI/CD designation is wanted for a new General Studies course, will the proposal also need to go to the WI/CD Committee?  
Yes, it will, after the course is approved as a General Studies course.
- 3) Will the General Studies Council approve the course and the instructor?  
No, the General Studies Council will approve the course only. For multiple section courses, the department should submit one syllabus with the proposal. All sections should meet the proposed criteria.

**III. New Business:**

**a. Defining the Portal (outcomes, course guidelines):**

The Assessment Office is creating common rubrics and assessment tool for each of the categories. Snider will draft some criteria to help define global and sent it to the Council for discussion, as there will need to be a global component in the portal course.

Only courses from the Foundational Core can be a prerequisite in General Studies.

**b. Learning Outcomes (number required for a given category):**

Learning Outcomes will be discussed more at the next General Studies special session.

**c. Course Criteria (distribution, etc.):**

Course Criteria will be discussed more at the next General Studies special session.

**IV. Announcements:**

**a. MATH 106 Math for the Liberal Arts:**

General Studies Math will be limited to five courses. The course formerly conceived and called "Math for the Educated Person" will be MATH 106 and will be called "Math for the Liberal Arts."

**V. Other:**

**VI. Adjournment:**

Meeting was adjourned at 5:15 p.m.

**NEXT MEETING:** Tuesday, September 22, 2009 10:00 a.m., Warner Conference Room, FNDH 1000.

Respectfully submitted, Kristi Milks