MINUTES OF THE GENERAL EDUCATION COMMITTEE
CALIFORNIA STATE UNIVERSITY, FRESNO
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Office of the Academic Senate
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December 7, 2012

Members present: S. Adisasmito-Smith (CAH), P. Crosbie (Chair, CSM), P-C Ho (CSM), M. Jendian (CSS), A. Lawson (JCAST) - left at 1:00, M. Menchaca (AS), D. Nef (Provost) (arr. at end of meeting), C. Perez (CSS),

Members absent: Un-appointed or un-elected: N. Bengiamin (LCE), D. Christensen (DOSA, ex officio), J. Morillo (KSOEHD), Rebecca Rosengarten (AS), rep from CSB, rep from HHS.

The meeting was called to order by Chair Crosbie at 12:05 p.m. in Haak Academic Affairs Conference Room, Madden Library 4164.

1. Agenda. **MSC to approve the agenda as distributed**.
2. Minutes. **MSC to approve of revised minutes of 9 November 2012.**
3. Communications and announcements:

KINES 111 and others: over-enrollment issue. 1. Check for any paperwork requesting an exemption from GE writing requirements pre-2003 2. In absence of 1., Chair Crosbie to draft a memo that directs KINES to request an exemption with detailed justification for that request. 3. Chair Crosbie to check myfresnostate enrollment caps on all upper division GE. 4. Draft memo to all other departments/colleges that have over-enrolled upper division GE asking that they to request exemptions, with justification. Said memo should specifically ask for a response from the affected department chair, not the Dean of the college.

1. GE Policy and Procedures Documents: Further minor edits are required prior to submission to the Academic senate. Chair Crosbie to contact Keith Clement (Chair, undergrad curriculum committee) for clarification.

5. Course proposal reviews:

1. Second reading: ARAB 1A and ARAB 1B (already approved as courses by undergraduate curriculum committee, but not by GE

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committee). Provisional approval pending receipt by the GE committee of the following changes to the syllabus:

i. A precise explanation of the writing requirement including required iteration (p3 of syllabus), ii. Put the term paper on the course schedule (p5-6), iii. GE learning outcomes for area C2 on p2, iv. Reference to computer and copyright policies (direct department to model syllabi on-line).

b. New GE course proposal CSCI 100, Introduction to Computational Science. Not approved. The following syllabus changes required:

i. Writing requirement needs further clarification and improvement – another 1,000 words are needed, the first draft is too late for meaningful feedback, and the nature of the term paper needs clarification, ii., GE learning outcomes for Area IB needed, iii., Change any urls to fresnostate.edu, iv., Short title need to be actually short. Chair to direct instructor to GE model syllabus.

1. Timetable for request of assessment reports from departments – Committee suggested drawing up a 3 year timetable of activity. Also need to review the assessment reports from academic year 2011-12. Chair Crosbie to draw up timetable before Spring semester.

Adjournment – 1:35 p.m. Next meeting will be scheduled for early Spring semester.