****

**General Education Governing Committee**

**Minutes**

September 11, 2017

2:00pm – 4:00pm – Office of the President Conference Room, BH-302

Members Present: Beth Eldon, Gabriel Estrada, Duan Jackson, Kerry Johnson, Mary McPherson, Josh Palkki, Birgit Penzenstadler (Secretary), Ruth Piker (Chair), Hema Ramachandran, Grace Reynolds, Cheryl Rock, Michael Schramm, Danny Thompson, Tiffini Travis (Vice-Chair), Daniel Whisler, Cory Wright, John Scenters-Zapico, Jordan Doering (ASI President’s designee)  
  
Guests Present: Jody Cormack, Interim Vice Provost and Dean of Graduate Studies

1. The meeting was called to order at 2:00pm
2. Approval of Agenda -
   1. **(M)** Reynolds, **(S)** Piker; agenda unanimously approved
3. Approval of Minutes: GEGC Minutes from 8-28-17 posted on BeachBoard
   1. Member noted their name was misspelled, after revision: **(M)** Estrada, **(S)** Travis; minutes are unanimously approved.
4. Announcements
5. Fall and Spring GEGC schedule
   1. Days and Times: Second and fourth Monday of the month from 2-4 pm
   2. Fall dates: 9-11, 9-25, 10-9, 10-23, 11-13, 11-27, 12-11
   3. Spring dates: 1-22(?), 2-12, 2-26, 3-12, 4-9, 4-23, 5-14
6. BeachBoard site
   1. The committee reviewed added modules on the Beachboard site
   2. Committee member requested Archived posts from last year
   3. Reviewed process of how proposals reach committee for review
   4. The masterlist of GE courses has been posted to the Beachboard site as well
7. Recertification
   1. The committee will hold off any review of recertification policies until committee members have full understanding on how EO 1100 will affect the recertification process
8. Executive Order (EO) 1100: Jody Cormack, Interim Vice Provost for Academic Affairs and Dean of Graduate Studies discussed the EO 1100 and answered questions from the committee:  
   1. Dr. Cormack reviewed both EO 1100 and EO 1110 with the committee and how it will affect the GEGC over the 2017-18 academic year
      1. Noted that it will be a challenge to get all required changes through GE courses for active GE certification for Fall 2018
      2. Dr. Cormack mentioned that she is seeking to understand how GEGC operates and approves GE course certification to better understand the timeline required to roll out changes outlined in EO 1100
      3. Review of new upper division B, C, & D required courses outlined in EO 1100
      4. Discussed possibility of reviewing GE certification policy to determine if changes are needed to meet EO 1100 and outline optimal GE practices by Fall 2018
      5. Need more time to outline optimal GE practices than by Fall 2018
      6. Must be in compliance with EO 1100 by Fall 2018
   2. Dr. Kerry Johnson, Associate Vice President for Undergraduate Studies, added:
      1. This process is an opportunity to open up discussion regarding GE practices at CSULB
      2. Category-F Capstones switching to upper-division B/C/D requirements may affect GWAR requirements
      3. New courses will need to be developed to meet demand of upper-division B/C/D requirements that EO 1100 dictates
      4. Going forward, this committee needs to look at best practices to meet EO 1100 requirements
   3. Dr. Cormack added:
      1. Review of broad GE requirements and brief history of GE courses at CSULB
      2. Clarification that CSULB’s current GE policy states that 9 units of Category-F capstones are required for graduation; EO 1100 requires 3 units of upper-division B/C/D each instead
      3. Many current F categories are cross-listed as E courses
      4. GEGC will be responsible to certify enough upper division B/C/D courses to meet demand of EO 1100
      5. Writing Intensive courses will have to be integrated within upper division B/C/D requirements if the WI requirement is to stay in place
      6. Committee members questioned why B/C/D requirements were chosen instead of other categories
   4. Committee Members questioned why GWAR Placement Exam (GPE) and Writing Intensive (WI) capstone are both required for graduation; if WI capstone is in place, why have the GPE in place concurrently?
      1. Members answered that the WI capstone is not a CSU requirement but was self-imposed by CSULB
   5. Dr. Cormack added that a GE assessment committee will need to be created on campus to assess current GE courses
      1. Members asked if this was similar to GE recertification.
      2. EO 1100 includes that GE courses must be reassessed every 5 years and recertification should be part of that assessment
         1. GEGC could create this assessment subcommittee to meet EO mandates with approval of Academic Senate
   6. Committee member asked why does a Bachelor of Science degree need additional unit requirements in Humanities?
      1. Dr. Cormack answered that it is a part of the GE breadth to create well-rounded students
   7. A committee member asked a procedural question regarding how will the university turn F-category into upper division B/C/D courses?
      1. Many of these capstones are already cross classified as B/C/D as well as F, but many also are not
      2. If an F category wants to move to B/C/D category, the course will need to come to GEGC to reclassify course; departments will be notified that courses will no longer meet GE classification and recommend that they revisit the course structure to meet B/C/D requirements when applicable
   8. A committee member asked how would these changes impact students and faculty?
      1. Re: students – this was designed to help students get their degrees in a more efficient manner
      2. Re: faculty – this will affect faculty who currently teach Category-F courses that will no longer be a part of the GE pattern because less students will enroll in their courses
         1. Redesigning Category-F courses that do not also meet B/C/D standards is ideal to impact the least amount of faculty
   9. A committee member asked if GEGC will have to wait on Academic Senate to act first before committee moves forward:
      1. Dr. Cormack is working with Chair Schurer to layout plan to move forward
   10. Dr. Cormack envisions the process starting at the GEGC, then moving to CEPC, and then to Academic Senate for final approval
   11. Regarding EO 1110, the math department is working to develop lower-division B2 courses that will fulfill new requirements from EO 1110 regarding replacing remedial courses
       1. Courses that do not meet college level credit must be replaced
   12. Committee member noted that if all A-category must completed in one year, we will need more category A courses to fulfill demand
       1. Currently incoming freshman are only allowed to enroll in one category-A course in the Fall semester due to class availability
   13. Committee noted that because of November 3rd deadline to approve these courses for Fall 2018 certification, the GEGC only has three more meetings left to approve courses to meet EO 1100 requirements
       1. Dr. Cormack will work with AS to setup plan to meet these deadlines
       2. GEGC will create guidelines for upper-div B/C/D courses
   14. Dr. Cormack encouraged the committee to explore what constitutes ‘quantitative reasoning’ to move forward future of B category, specifically upper-division B category
   15. Committee members noted that high-unit majors that worked 9 units of F-Category courses into their majors will be heavily affected by requiring 9 units of upper-division B/C/D courses
   16. Committee discussed electing a CEPC liaison to GEGC committee to work closely with CEPC during this process
   17. Committee member suggested developing an action plan for GEGC to deal with EO 1100 requirements
   18. Committee members questioned what would happen to Human Diversity (HD) and Global Issues (GI) categories?
       1. Dr. Cormack reported that if these requirements can be fit into the 48 units of GE then they can stay, but they cannot be added on top of the 48 units of GE mandated in EO 1100
       2. Ultimately it would be up to the GEGC and Academic Senate if GI and HD stay in GE requirements
   19. CSULB must meet EO 1100 and stay compliant but campus community still needs to take its time to have conversations about the future of GE
9. Current Business:
   1. Committee members further discussed what was presented regarding EO 1100 and EO 1110:
      1. Committee agreed that upper-division B category courses must be defined and requirements outlined by GEGC
      2. Committee must determine which F-category courses are already cross listed as B/C/D categories
      3. Committee member suggested that to become an upper-division B/C/D category course, the requirements would be to meet current F-category requirements as well as B/C/D requirements already present in GE policy
   2. Committee members discussed declaring a moratorium on GE course proposals, with the exception of new or reclassified upper-level courses meeting EO 1110 requirements, CSULB B2 courses, newly developed A1 courses meeting EO 1110 requirements, and courses with special circumstances, which will be reviewed on a case-by-case basis; **(M) Reynolds, (S) Eldon** to work with CEP to move forward with stated moratorium, unanimously approved
   3. The committee charged two sub-committees to move forward with EO 1100 GE revisions:
      1. John Scenters-Zapico volunteered to lead effort to draft upper-division B/C/D descriptions and outline requirements for certification
      2. Tiffini Travis, Beth Eldon, and Cheryl Rock volunteered to lead an effort to explore recertification of F-category courses to upper-division B/C/D courses
   4. College liaisons were appointed from each college to receive questions from their colleagues and report back to GEGC regarding concerns and comments:  
      1. Beth Eldon – CNSM
      2. Grace Reynolds – CHHS
      3. Gabriel Estrada – CLA
      4. Birgit Penzenstadler – COE
      5. Ruth Piker – CED
      6. Rebecca Sittler-Schrock - COTA
      7. Jordan Doering – ASI
10. Future Business: None
11. The meeting was adjourned by general consent at 3:52pm.
12. Future Agenda/Discussion Items
    1. Further discuss the wording of upper-division B/C/D category guidelines and discuss how to rework F-category courses to meet upper division B/C/D requirements
    2. Elect CEPC liaison to GEGC