



# CALIFORNIA STATE UNIVERSITY, LONG BEACH

## General Education Governing Committee

### Minutes

November 25, 2013

**2:00 – 4:00 p.m. – President's Office Conference Room – BH-302**

Please notify a member of the GEGC Executive Committee ([peter.kreysa@csulb.edu](mailto:peter.kreysa@csulb.edu), [Keith.Freesemann@csulb.edu](mailto:Keith.Freesemann@csulb.edu), [Heather.Rae-Espinoza@csulb.edu](mailto:Heather.Rae-Espinoza@csulb.edu), or [Vanessa.Red@csulb.edu](mailto:Vanessa.Red@csulb.edu).) if you are unable to attend.

Attending: Beyer, Christiane (COE); Dunagan, Colleen (COTA); Golez, Felipe (CED); Kreysa, Peter (CHHS); Mahoney, Lynn (AA); Mizelle, Brett (CLA); Nomura, Wendy (CHHS); Ramachandran, Hema (LIB)

Excused: Eldon, Beth (CNSM); Freesemann, Keith (CHHS); Muller, Markus (CLA); Rezaei, Ali (CED); Richesson, Robin (COTA); Travis, Tiffini (LIB)

Absent: Fenton, Gayle (ADV); Li, Guotong (CLA); McPherson, Mary (CLA); Rae-Espinoza, Heather (CLA); Shehab, Tariq (COE); Slowinski, Kris (CNSM); Soriano, Jorge (ASI); Yan, Jun (CBA)

- I. Call to Order 2:05pm
- II. Approval of Agenda: Unanimously approved 2:09pm
- III. Approval of Minutes: GEGC Minutes (Posted on BeachBoard) – Unanimously approved 2:11pm
- IV. Announcements
  - **Please remind your colleagues to develop writing intensive and integrated learning capstone courses!**
  - Reminder: Most GEGC business is conducted electronically via BeachBoard (note you need to enter as a **student**). Please bring your laptops or print material for meetings.
  - AY 2013-14 GEGC Meeting Schedule
    - Fall 2013: September 9, September 23, October 14, October 28, November 11 (No Meeting/Veterans Day), November 25, & December 9
    - Spring 2014: February 10, February 24, March 10, March 24, April 14, April 28, & May 12 (if needed)
- V. Old Business:
  - Policy Recommendations from the Curriculum Taskforce: motioned to table for the next meeting – Unanimously approved

## VI. Course Reviews:

- New Business
  - Baccalaureate Degree Unit Limits: COE and Critical Thinking
    - Posted on BeachBoard/ GE Course Proposals Fall 2013, AY 2013-2014
    - Lynn Mahoney - Time Certain: 2:05pm
    - Discussion:
      - The academic senate passed this policy last year for those majors that are required to reduce their units to 120. Colleges such as Engineering have been trying to reduce the amount of units that they require for their majors as they are required to do so by the Chancellor's office. This policy offers strategies for reducing units including:
        - The Senate has authorized the GEGC to help those departments who need to reduce their units to 120 to do so as soon as possible. The GEGC is working currently with the College of Engineering to help them reduce their units. They have submitted proposals to the GEGC to show that these courses fulfill the Critical Thinking designation.
          - Wendy Nomura: Concerned about the student not being able to transfer out of the Engineering major.
          - Brett Mizelle: Concerned that other majors will want to request to use their own majors as completing different GE designations. What will this proposal from Engineering do for the rest of GE?
          - Lynn Mahoney: The campus is not allowed to approve any other programs that require more than 120 units, so programs would not be allowed to request these exceptions. A program must be over 120 units and demonstrate that they cannot reduce their units due to accreditation in order to request this exception.
          - Brett Mizelle: How many classes will not be taken by these students? How will this affect the critical thinking courses that departments are offering? The committee member is concerned that this will directly affect the College of Liberal Arts who offers many of the Critical Thinking courses.
            - Lynn Mahoney: Approximately 10 classes – This is not an accurate number, just a guess.
        - Lynn Mahoney: At the end of the day if we are not able to help the college, they will still be mandated by the President.
      - Call for a vote of how many members think Critical Thinking is embedded in the Engineering major: The majority of the committee members agree that Critical Thinking is embedded in the Engineering major.
    - Lynn Mahoney: Two options for the committee to review to take action to help reduce the College of Engineering units:
      - Attribute the Critical Thinking designation to certain courses

- Attribute the Critical Thinking designation through completion of the major (reduce the amount of units in the English Language Communication and Critical Thinking category)
  - During the December 9<sup>th</sup> meeting, the committee will take a vote to determine which option is the best course of action for the College of Engineering.
- Brett Mizelle: Is there any way to generate how many freshman engineers enrolled for Fall 2013 are enrolled in CECS 100?
  - Lynn Mahoney: Vanessa will work to generate these numbers.
- Peter Kreysa: This topic will be brought up at the next meeting as old business.
- DESN 268: History & Theory of Sustainability in Design - **Approved**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - New to General Education
  - Request for Explorations: Social Sciences & Citizenship, Lifelong Learning & Self Development; and Global Issues
  - Discussion:
    - Wendy Nomura: Due to the possible elimination of Life-Long Learning & Self Development, should we ask the colleges to also check another category? It is not applicable in this case as they are requesting more than one designation.
  - Colleen Dunagan: Does the department need to access Intercultural Knowledge for requesting Global Issues?
    - The Global Issues essential Skill requires departments to access any two to three GE skills and the department has done this.
  - Unanimously Approved for Social Sciences & Citizenship, Lifelong Learning & Self Development and Global Issues
- DESN 368: History and Theory of Design – **Approved pending recommended changes and review by GEGC Chair**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - New to General Education
  - Request for Explorations: The Arts, Social Sciences & Citizenship; and Global Issues
  - Discussion:
    - Lynn Mahoney: The department is required to select Creativity and Discovery for the Arts designation as a primary essential skill. They currently have it as a secondary essential skill. They may also have to change their learning outcomes.
      - Colleen Dunagan: The department does seem to address this skill in their learning outcomes.
    - Wendy Nomura: The course has pre-requisites in the SCO and it looks like the course is for majors only. However in the syllabus the course does not have the same pre-requisites.
    - Felipe: Why is this course submitting these proposals? Are they trying to draw more students to the major? How can they do this if there are specific prerequisites?
      - Lynn Mahoney: They are attempting to reduce the amount of units for the major.

- Colleen Dunagan: They are probably trying to also get a Global Issues designation to help double count for General Education.
  - **Recommendations: Select Creativity and Discovery as a primary essential skill and confirm the prerequisites for the course to ensure accuracy.**
  - Unanimously approved pending recommendations sent to Peter Kreysa.
- DESN 369: History & Theory of Furniture and Decorative Arts - **Approved**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - New to General Education
  - Request for Explorations: The Arts, Social Sciences & Citizenship; and Global Issues
  - Discussion:
    - Lynn Mahoney: This course has the correct essential skills designated.
  - Unanimously approved
- THEA 221: Development of Theatre to 1660 – **Approved pending prerequisite issues addressed**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - New to General Education
  - Request for Explorations: Humanities; and Global Issues
  - Discussion:
    - Request to review THEA 221 and 222 at the same time – unanimously approved
    - Wendy Nomura: THEA 221 has prerequisites of THEA 101, which is not a general education course.
    - Lynn Mahoney: The committee member believes that you cannot request an Explorations course with a prerequisite that is not a General Education course. According to the General Education Policy, it states that “although the primary purpose of Explorations is the development of breadth of knowledge, it is expected that all courses will offer opportunities for continued development of foundational skills. Reading, writing, oral discussion and presentation, problem solving, quantitative reasoning, and critically and analytically based research are central to the learning of content. For this reason, all courses outside the Foundation must have pre- or co-requisites from the Foundation, and all courses numbered 300 or higher must have the entire Foundation curriculum as prerequisites.”
  - **Recommendations: re-think the prerequisites and the prerequisites must come from the foundations (cannot have THEA 101 as a prerequisite)**
  - Motion to approve with the prerequisite issues addressed. If not address, the department must resubmit the course proposal to GEGC. – Unanimously approved
- THEA 222: Development of Theatre since 1660 - **Approved pending prerequisite issues addressed**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - New to General Education
  - Request for Explorations: Humanities; and Global Issues
  - **Recommendations: re-think the prerequisites**

- Motion to approve with the prerequisite issues addressed. If not address, the department must resubmit the course proposal to GEGC. – Unanimously approved
  - NUTR 339: Nutrition for Nursing Professionals - **Approved**
    - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
    - New to General Education
    - Request to add Explorations: Lifelong Learning & Self Development
    - Discussion:
      - Lynn Mahoney: This should be an Integrative Capstone in any other course in order to follow the GE policy. However, majors that require more than 120 units to graduate, such as Nursing, but are being required to reduce their units may request to use major only upper division courses as an explorations course.
        - Wendy Nomura: This course can ask for the exception as the major has been mandated to reduce their units.
    - Motion to approve for Lifelong Learning & Self Development – Unanimously Approved
  - ART 311: Writing about Visual Art (New to the university) – **Approved pending recommended changes reviewed by the GEGC Chair**
    - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
    - New to General Education
    - Request for Capstone: Integrative Learning and Writing Intensive
    - \*Need to adjust the prerequisite on the GEAR form, from “BA or BFA student or consent of instructor.” to “Art Major or consent of instructor.”
    - Discussion:
      - Linda Sarbo: This is an excellent example particularly how the SCO concretely integrates the writing activities of the course. It clearly shows that revision is valued. For example they require a portfolio, which shows how the student has improved.
      - Wendy Nomura: Wondered if the syllabus was used as a summer course, because the syllabus only has 5 weeks.
      - Peter Kreysa: Are the departments required to add the
    - **Recommendations: Update the syllabus to include a 15 week semester**
    - Motion to approve pending the Syllabus update for a 15 week semester – Unanimously approved
  - GEOG 355: International Environmental Issues (I/ST 355) - **Approved**
    - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
    - Existing to General Education
    - Request to keep Social Sciences & Citizenship, Global Issues and Capstone: Interdisciplinary
    - Request to add Capstone: Writing Intensive
    - Discussion:
      - Linda Sarbo: The department brought forth their courses to Linda before they submitted to the GEGC and their thinking about writing is a little more formal and rigid than where we want to go with writing for the future. The guest feels that this course meets the minimal requirements for the Writing Intensive requirement.
      - Wendy Nomura: The committee member feels that the writing and revision process is not as explicit as it could be. The member

- would like to see the writing they discuss in the SCO integrated more in the syllabus.
- Lynn Mahoney: The course is a little mechanistic.
  - Linda Sarbo: The syllabus they use in the proposal was from when the course was previously not proposed as a writing intensive course.
  - Brett Mizelle: The committee member would like to see only the SCO instead of the syllabus.
    - Lynn Mahoney: This does cause a lot of paperwork to ask the department to complete the SCO and the Syllabus and it causes the Committee to argue over how the SCO and Syllabus are integrated.
  - **Recommendations: Emphasize written communication on future syllabi.**
  - Motion to approve, asking the authors to include the emphasis on written communication on future syllabi – unanimously approved
  - GEOG 313: Southeast Asia - **Tabled**
    - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
    - Existing to General Education
    - Request to keep Social Sciences & Citizenship, Global Issues and Capstone: Interdisciplinary
    - Request to add Capstone: Writing Intensive
    - Discussion:
      - Wendy Nomura: The SCO does not line up with the Syllabus. The percentages do not match in terms of the amount of intensive writing.
      - Lynn Mahoney: The syllabus needs to better reflect the SCO, which is a similar problem to the last course (GEOG 355) they proposed.
      - Brett Mizelle: The member does not feel that the syllabus serves our committee as well as the SCO.
      - Peter Kreysa: The member feels that the syllabus better identifies what the committee looks at because that is also what the student sees and evaluates their grade on.
      - Wendy Nomura: The member is concerned about the amount of write and re-writes the students are doing.
      - Lynn Mahoney: The process is the main component for the committee member. There is no rewrite for a few of the writing assignments. There is not a clear indication of the syllabus meeting the SCO.
        - Issue: The syllabus does not suggest the kind of process of revision that the committee expects to see in a Writing Intensive capstone. There are four items in here and the department only imbeds the writing process in one of the items.
      - Brett Mizelle: The departments may be thinking that they are incorporating the writing process because they have a revision process on some assignments, but is there a certain percentage that we should be telling the departments to complete for the writing process?

- Linda Sarbo: There is no concrete percentage, but the process for writing can be explained in many different ways in a course. What the department should be doing is ensuring that they are focusing on writing and creating the environment for the student to improve their writing. That is what is so great about the ART 311 course because it emphasizes the growth of a student towards becoming a better writer.
  - Felipe: The committee member now understands that the committee is asking department to come up with writing intensive courses as a place where students can improve their writing. He previously thought courses were just indicative of having writing assignments for students to complete, but now sees the whole process.
    - Move to table for the next meeting and invite the department to explain their process of revision in these four courses (GEOG 313, 314, 315 and 321) – unanimously approved
    - **Recommendations: Check the percentages of grading for the writing portion because it is not consistent in the syllabus and SCO, explain their process of revision.**
- GEOG 314: South Asia - **Tabled**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - Existing to General Education
  - Request to keep Social Sciences & Citizenship, Global Issues and Capstone: Interdisciplinary
  - Request to add Capstone: Writing Intensive
  - Move to table for the next meeting and invite the department to explain their process of revision in these four courses (GEOG 313, 314, 315 and 321) – unanimously approved
- GEOG 315: East Asia – **Tabled**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - Existing to General Education
  - Request to keep Social Sciences & Citizenship, Global Issues and Capstone: Interdisciplinary
  - Request to add Capstone: Writing Intensive
  - Move to table for the next meeting and invite the department to explain their process of revision in these four courses (GEOG 313, 314, 315 and 321) – unanimously approved
- GEOG 321: Geography of Mexico, Central America and the Caribbean – **Tabled**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - Existing to General Education
  - Request to keep Social Sciences & Citizenship
  - Request to add Capstone: Writing Intensive and Interdisciplinary and Global Issues
  - Move to table for the next meeting and invite the department to explain their process of revision in these four courses (GEOG 313, 314, 315 and 321) – unanimously approved
- CAFF 427: Consumer Dynamics - **Tabled**
  - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
  - New to General Education

- Request to add Capstone: Interdisciplinary and Writing Intensive; Global Issues
  - HFHM 370: Exploring a Sustainable Food System - **Tabled**
    - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
    - New to General Education
    - Request to add Capstone: Interdisciplinary, Service Learning and Writing Intensive
  - UNIV 301: Special Topics in Global Issues - **Tabled**
    - Posted on BeachBoard/GE Course Proposals Fall 2013, AY 2013-2014
    - New to General Education
    - Request to add Capstone: Writing Intensive and Global Issues
- For the December 9<sup>th</sup> Meeting: - unanimously approved
  - Lynn Mahoney: Would it be helpful to invite Dhushy Sathianathan to our next meeting in order to explain all 24 courses and review the courses as a group.
  - Invite Dhushy and bring some examples of the binders to be reviewed by the committee.

VII. GEGC Question and Answer

VIII. Adjournment

IX. Future Agenda / Discussion Items

1. Writing Intensive Capstone Fastrack
2. Department GE Assessment