

**General Education Committee**  
**President's Conference Room WH-444**  
**Monday, March 19, 2012**  
**10:00am - 12.00pm**  
**Minutes- Amended**

**Present:** Debra Best, Elena Kulikov, Pam Krochalk, Linda Goldman, Marek Suchenek, LaTanya Skiffer, Emily Magruder (I. Heinze-Balcazar- proxy), Lorna Fitzsimmons, Ivonne Heinze- Balcazar, Mitch Maki, Norma Palacios, Cynthia Turner

**Visitors:** Jim Hill (Senate; Physics), John Price (Physics), Kaye Bragg (CBAPP)

**Absent:** L. Hutton (L. Skiffer- proxy), D. Belu (L. Fitzsimmons- proxy), K. Ganezer, S. Pawar, C. Dales, B. McLelland, J. Bersi

**Call to order:** 10:12

**Approval of Agenda:**

- L. Skiffer moved to approve agenda. E. Kulikov seconded. M/S/P
- a. Approved

**Approval of March 12, 2012 Minutes:**

- a. E. Kulikov moved to approve minutes. P. Krochalk seconded. M/S/P
- b. Approved

**New Business**

1. BUS 445/SBS 318 proposal
  - a. I. Heinze-Balcazar – SBS committee met Wednesday afternoon to review BUS 445 and CJA 340. She was charged to report the recommended revisions to K. Bragg and H. Salhi. There were 5 recommended revisions.
    - i. State explicitly in the syllabus and class schedule the methods to be used in the course;
    - ii. Integrate interdisciplinary textbooks and readings;
    - iii. Global or subcultural aspects need to be made explicit in syllabus and class schedule;
    - iv. Interdisciplinary and cultural pluralism aspects are missing;
    - v. State explicitly GE Area G objectives in the class schedule
  - b. This morning I. Heinze-Balcazar received a revised syllabus for CJA 340 course addressing SBS committee's recommendations.

- c. K. Bragg- thanked the SBS subcommittee for their work and recommendations. In order to meet the deadline set by Academic Affairs to be in compliance with the STAR Act, the department does not have the time to make changes to the BUS 445 course at this time.
- d. CBAPP is submitting a course modification proposal for **SBS 318 Culture in Multinational Business** requesting that it be double counted for the general education requirement and the major core requirement of international business (BUS 445).
  - i. Based on K. Bragg's review of the SBS committee's remarks, it was determined that this available SBS 318 course meets their recommendations. This course will also go through the UCC for review and approval.
- e. M. Suchenek- questioned if SBS 318 is already included in the major.
  - i. K. Bragg – No, not at this time. Their college curriculum committee is prepared to go through a program modification. This is a current SBS 318 course.
- f. M. Maki- the issue at hand is if the GE committee will double count this SBS 318 as GE course. If so, then it will go forward to UCC with the program modification.
- g. M. Suchenek – questioned how the GE committee will know if what they approve will stay exactly as it is.
  - i. K. Bragg - course coordinators will ensure that the courses stay consistent; that is what they do.
- h. L. Fitzsimmons – concerned there is a contradiction between the two course levels. BUS 445 is designed as senior-level course; SBS 318 is a GE non-specialist major course.
  - i. K. Bragg – there are no contradictions because the prerequisites, cultural components and student learning outcomes for the SBS 318 course are the same as BUS 445.
  - ii. The student could be in the BUS major or minor; they need the prerequisites for the course.
- i. P. Krochalk – questioned if GE needs to review the SBS 318 course; it is already an approved topic course. The proposal is to double count for General Education credit, not to approve the course.
  - i. L. Fitzsimmons – need to clarify the course.

- j. K. Bragg – they are narrowing the pool of students who can take the course with the prerequisites. The text books and assignments are the same; syllabi have the same text premise.
- k. M. Suchenek – there is the theoretical possibility of approving the double counting of a course that other committees will not approve.
  - i. K. Bragg - concern that was voiced after agreed to double count checked
- l. M. Suchenek – if they approve the course and the changes to the prerequisites are not implemented, then the committee does not know what will become of the course.
- m. M. Maki- asked if there were objections to withdrawing the proposed prerequisites and using the course as it stands.
  - i. K. Bragg – need the prerequisites to double count in the major to use for the STAR Act.
- n. L. Fitzsimmons – suggested the substance of the course is being changed by inserting the prerequisites.
  - i. P. Krochalk - students need the background.
  - ii. I. Heinze-Balcazar – the (prerequisites) will shut out all other majors if approved.
- o. E. Kulikov- asked how many non-majors not taking that course topic.
  - i. K. Bragg- enrollment numbers were not available with her.
- p. M. Maki – asked if the SBS 318 could be substituted for another course.
  - i. K. Bragg- the only course they need a substitute for is BUS 445.
- q. C. Turner- asked if the prerequisites could be listed as “recommended” instead of “required.”
  - i. K. Bragg- cannot put students in jeopardy of preparation for the course, so the prerequisites must be required.
- r. D. Best- for clarification of the SBS 318 course proposal- the course topics and content will not change. It is the level of discussion and lecture that would be changed because of the prior insight. Approval of the prerequisites is for UCC.
- s. M. Maki- purview is for the double count in GE. UCC is for the program modification.
- t. M. Suchenek - when making approval, committee is setting policy.
- u. M. Maki – if GE approves the proposal, UCC could ask CBAPP to take the prerequisites out.

- v. M. Suchenek - concerned that UCC will want them to take the prerequisite out; not sure the process will flow.
- w. P. Krochalk - purview of GE is to see whether or not this is a substitution to double count for GE and major requirement, not to see what UCC may approve. Suggested to address the issue at hand which is the double counting of this course.
- x. K. Bragg - given the guidelines by the SBS subcommittee, CBAPP is using this course with the new prerequisites based on the recommendations addressing cultural elements.
- y. D. Best - questioned if this is a stop gap instead of using the original proposal BUS 445.
  - i. K. Bragg - SBS 318 will be used until they can get the other course (BUS 445) together. The syllabus for SBS 318 addresses other countries; marketing plans; context is similar. It is a good fit to BUS 445.
  - ii. E. Kulikov- they have to adjust to the level of knowledge. With the prerequisites, instructors have to adjust level of teaching.
  - iii. P. Krochalk - address this course stand on its own merits; not as a stop gap for BUS 445.
  - iv. L. Fitzsimmons- we're asking for an official stop gap.
- z. P. Krochalk - levels of discussion offer a rich opportunity to apply what students are learning from a cultural perspective.
- aa. L. Fitzsimmons - contradiction- claiming there is no change in the course, but need the prerequisite. Claiming not using as stop gap but giving no plan to prepare modification of BUS 445 in a year.
  - i. D. Best - the level of discussion changes.
  - ii. K. Bragg - the syllabus, textbooks do not change.
- bb. E. Kulikov **moved to approve double counting of SBS 318** for the general education and core requirement of international business.
  - i. M. Suchenek - **amendment-** to include the conditioning that approval will only apply to the course with these prerequisites. That approval is only valid if these prerequisites (FIN 360, MGT 310, and MKT 350) are approved in curriculum process.
    - 1. P. Krochalk- does not want to approve based on what another group approves. The next committee level wants a recommendation from GE.

**Comment [11]:** Questioned the concept of stop gap as without precedent. The proposal is for permanent modification. No definition or time line was given for "stop gap."

- cc. I. Heinze-Balcazar - concerned that the prerequisites are going to shut out other students. Example- Spanish students that want to get into international business.
- dd. M. Suchenek - motion that his amendment be inserted into the proposal.
  - i. I. Heinze-Balcazar - seconded the motion for inclusion of the amendment into the proposal.
- ee. M. Maki - the primary proposal is to double count the course for GE and requirement in their major. Concerns with prerequisites would be with UCC.
  - i. M. Suchenek - inclined to vote if prerequisites are removed.
- ff. P. Krochalk - call to question.
- gg. M. Suchenek - moved to approve the double counting of SBS 318 for GE and major requirement contingent upon inclusion of prerequisites.
- hh. M. Maki - requested members go around the room and give their vote. The Provost has requested a record of how individual committee members are voting.
  - ii. M. Suchenek - called for a secret ballot vote.
- jj. Secret ballot vote: motion to include amendment to double counting SBS 318 course contingent to prerequisites being included if approved by UCC to the proposal.
  - i. 5 yes; 4 no; 1 abstention
- kk. M. Suchenek moved to approve the double counting of SBS 318 Culture in Multinational Business to meet the STAR Act contingent upon inclusion of the prerequisites (FIN 360, MGT 310, and MKT 350) by approval of UCC.
  - D. Best seconded. M/S
    - i. Secret Ballot Vote: 8 yes; 1 no; 1 abstain
    - ii. Approved

## 2. CJA 340 proposal

- a. K. Kulikov presented revised course syllabus on behalf of the department.
- b. Appendix 2- course objectives were distributed to committee.
  - i. Objectives are clearly stated.
- c. I. Heinze-Balcazar- the class did not list objectives in the class syllabus/schedule.
  - i. Recommendations for revisions were similar for both BUS and CJA courses.

- d. M. Suchenek - general question to how we know if this change is permanent. If a decision merits, how do we know this change is permanent?
  - i. K. Bragg – the Criminal Justice Administration department has overall learning outcomes that they have. The department and college accept their revised learning outcomes; courses cannot make changes until they do an assessment of those learning outcomes. The learning outcomes become part of the program.
- e. I. Heinze-Balcazar - recommended that if they vote, include an amendment that the objectives be included in class schedule.
- f. P. Krochalk moved to approve the double counting CJA 340 for the SBS GE requirement and major requirement with the contingency to include learning outcomes as part of the course syllabus and course schedule.
  - i. E. Kulikov seconded. M/S
  - ii. Vote by secret ballot: 10 yes; 0 no; 0 abstention
    - 1. Approved

### 3. Physics GE SMT proposal

- a. Presented by Physics department chair John Price. The Physical Science option is interdisciplinary in the field. The focus is for future high school teachers therefore it offers cross-interdisciplinary training. The department is asking to waive the SMT requirement in order to be in compliance with the STAR Act.
  - i. There is not a current specific course proposal at this time.
- b. M. Maki- the question is if GE will allow Physics to waive the upper division SMT requirement for Physics students in the Physical Science option only.
  - i. J. Price- clarification- the department does not want PHY 395 to satisfy the SMT requirement. Their request is to waive the upper division SMT for this specific option in Physics.
- c. I. Heinze-Balcazar – asked if there is an SMT committee and if they have been consulted about this proposal.
  - i. J. Price- Ken Ganezer is the SMT coordinator and Physics faculty. SMT does not have a committee.
  - ii. Physics department faculty had a meeting and discussed this topic; there was overall approval from all full-time faculty for the proposal. There were no major objections to the proposal.

**Comment [U2]:** J Hill stated the SMT Committee met on an ad hoc basis.

1. J. Price- affirmed that he was not speaking on K. Ganezer's behalf who was not in attendance.
- d. P. Krochalk moved to waive the upper division SMT requirement for Physics majors in the Physical Science option only. E. Kulikov seconded. M/S/P
  - i. Approved

#### **Old Business**

- a. GE Charge
  - a. Correction for voting members. Should say 14 voting members, not 13.
  - b. L. Skiffer moved to approve GE charge with the correction to the number of voting members from 13 to 14. D. Best seconded. M/S/P
    - i. Approved
- b. Area Review Update
  - a. L. Fitzsimmons- Computer Science report was received; call for volunteers.
    - i. No volunteers at this time.

#### **Announcements**

- a. M. Maki- thanked the GE committee and SBS committees and chairs L. Fitzsimmons and I. Heinze-Balcazar for holding emergency meetings on short notice.

#### **Adjournment**

- a. 11:57am