

**General Education Committee**  
**WH D-442**  
**Monday, November 26, 2012**  
**10:00am - 12.00pm**  
**Minutes- Amended**

**Present:** J. Badrtalei, D. Best, L. Fitzsimmons, L. Goldman, I. Heinze-Balcazar, P. Kalayjian, A. Pu, L. Skiffer, K. Bragg, T. Philo, C. Turner

**Absent:** P. Krochalk, M. Maki, E. Magruder (I. Heinze-Balcazar- proxy), K. Ganezer, M. Suchenek, P. Kim, M. Maki, B. McLelland

1. **Call to order:** 10:07 am
2. **Approval of Agenda:**
  - a. D. Best moved to approve. P. Kalayjian seconded. M/S/P
    - i. Approved
3. **Approval of October 22, 2012 Minutes:**
  - a. L. Fitzsimmons Old Business. Item a. vii. Delete comment "it is a monopoly."
  - b. D. Best moved to approve as amended. L. Goldman seconded. M/S/P
    - i. Minutes approved as amended.
4. **Old Business**
  - a. **Transfer of FTE to Area F units (2<sup>nd</sup> reading)**
    - a. L. Fitzsimmons- The topic has come back to the GEC; called for discussion.
    - b. D. Best- Problem is with the course prefix. D. Best and M. Maki agreed; want to keep the current structure. Idea of maintaining the first 3 letters of the Area: HUM, SBS, SMT and adding the letters of the department that are offering the course. Ex: SMTBIO; SBSANT
      - i. D. Best - PeopleSoft can handle having more than the current 3 letter course prefix; up to 5.
    - c. P. Kalayjian- Questioned about faculty who are detached from a specific department or part-timers. Ex: Humanities- HUMHUM is redundant. Suggestion seems reasonable but has it been thought about?
    - d. L. Fitzsimmons- There is consultation among the Humanities department and Area for adjunct faculty. The need for high quality faculty needs to be maintained. Asked if consultation was the same for SBS.

- i. I. Heinze-Balcazar- Yes, there is something in place and agreed it should be continued.
- e. L. Fitzsimmons- Questioned if there should be a cap on the number of course sections a department can offer per semester. Suggested 2 sections semester to maintain breadth of offerings.
- f. Concern that if changed, the independence and integrity of the program would be challenged.
- g. L. Skiffer- Psychology chair Mark Carrier is opposed to the change of prefix. Guaranteed WTU's is main concern.
- h. L. Goldman- Questioned if there may be more confusion for students in their selection of courses with the new course prefixes.
  - i. I. Heinze-Balcazar- in her experience, students tend to choose courses based on their schedule. They pay attention to course prefix and time, not necessarily the course titles.
- i. I. Heinze-Balcazar- SBS is planning to meet; against changing the prefix.
- j. P. Kalayjian- The university has a new head of technology coming in; suggestion to inquire if there is a way to suppress the added course prefix letters so the system knows where the FTE distribution should go, but the letters do not show in the schedule.
- k. D. Best - Need to ask David Bradfield if the addition of these three letters affects or changes lecturer rights.
- l. P. Kalayjian's course would change to HUMIDS. E. Magruder's (Humanities) course would change to HUMHUM or HUM only. Would not change her entitlement. It would send FTEs back to department.
- m. K. Bragg- Can check with Gus Martin; fine out if it would be easier for department chairs to track entitlement.
- n. L. Fitzsimmons recommended the GEC formulate a proposal and forward it to David Bradfield for his consultation and invite him and all interested parties to 2<sup>nd</sup> reading.
- o. D. Best- Motion to recommend:
  - i. Use six-letter prefixes for Area F courses, maintaining SBS, SMT, HUM as the first three letters and adding the department code to the end (e. g, SBSPSY, SMTBIO, HUMCHS).
  - ii. Maintain Area F- SMT, SBS, HUM committee structure and procedures (including, and not limited to, oversight of curriculum, scheduling of classes, and hiring and evaluation of instructors), to maintain the integrity of the three units (SMT, SBS, HUM).

- iii. Institute a cap of two sections per department per term, to maintain breadth of offerings.
- iv. Respect lecturer entitlements of instructors who teach in Area F.
- p. P. Kalayjian seconded motion/recommendation. M/S
- q. L. Fitzsimmons will inform all interested parties.
- r. Note this is the First Reading of the topic.

**b. Area Review Update**

- a. L. Fitzsimmons- Has received positive feedback from units that are working on their packets.
  - b. Chemistry- Sophia has asked for an extension for CHE 102 from Area A and B due to illness. Said to resume in spring.
    - i. A. Pu offered to do the report if Sophia does not submit in spring. She is collecting information.
  - c. Philosophy- Department is planning to assess objectives.
  - d. Physics- Submits at end of semester.
  - e. Chicana/o Studies- Will submit in May as part of Program Review.
  - f. Humanities- D. Best- The subcommittee has reviewed. Have not found any major revisions required. Report needs to be typed up.
  - g. Math- working on their report.
  - h. Anthropology- proposed their plan.
  - i. History- Will submit as part of Program Review.
  - j. L. Fitzsimmons- Area review is going well as planned.
5. **Announcements**
- a. D. Best – Academic Senate approved having a dean on the GE Committee as a non-voting member at their last meeting.
6. **Adjournment:** 10:48am