# General Education Committee Meeting
## February 10, 2017

**Attendees:** Kristen Ashworth, Lindsay Barnett, Lisa Covert, Renling Jin, Shawn Morrison (Chair), Gia Quesada, Nathaniel Walker  
**Guests:** English Department faculty representatives, Myra Seaman and Susan Farrell  
Recorded by Kristen Ashworth

## Agenda Item 1: Call to order
Shawn Morrison called the meeting to order at 1:00 PM.  
**Decision/Action Needed:** N/A

## Agenda Item 2: Approval of minutes
Correction: Irina Erman’s name was misspelled in item 5.  
Committee approved minutes from the previous meeting (1/27/2017) with the friendly amendment.

## Agenda Item 3: Discuss and vote on English Humanities proposals

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<th>Course</th>
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| ENGL 304 | - The committee raised a question about the syllabus and signature assessment (research analysis).  
- Dept. will adjust wording under General Education SLOs to match what's in the grade break-down. | Motion to approve the following courses Round 1 English courses, followed by second:  
ENGL 304  
ENGL 306  
ENGL 307  
ENGL 308  
ENGL 320  
ENGL 321  
ENGL 323  
ENGL 325  
ENGL 326  
ENGL 328  
ENGL 336  
ENGL 337  
ENGL 341  
ENGL 342 |
| ENGL 306 | - No questions/comments |  |
| ENGL 313 | - The committee raised two concerns: (1) about the signature assignment, which seemed to be a report rather than an analysis, and (2) about terminology between signature assignment and grade break-down in syllabus.  
- English Dept. explained that a newspaper is considered as a primary source for the assignment and will make the correction in terminology in the syllabus. |  |
| ENGL 314 | - No questions/comments |  |
| ENGL 315 | - The committee raised a concern raised about whether the signature assignment meets requirements.  
- English Dept. will clarify wording and integrate it earlier in the syllabus. | Motion passed unanimously. |
<p>| ENGL 317 | - No questions/comments |  |
| ENGL 318 | - No questions/comments |  |
| (Continued on next page) | | (Continued on next page) |</p>
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<td>ENGL 319</td>
<td>- The committee raised two concerns: (1) about the signature assignment, which does not seem like an analysis of a primary source and (2) about which part of the exam will be used as the signature assignment. - English Dept. will need to correct this proposal and resubmit it to the committee.</td>
<td>Motion to request changes and resubmission for the following Round 1 English courses that currently do not meet General Education requirements, followed by second: ENGL 319, ENGL 327, ENGL 335, ENGL 339, ENGL 340. Motion passed unanimously. The English Department will review Round 2 courses and make revisions based on today’s feedback.</td>
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<td>ENGL 320</td>
<td>- Gia raised a concern about the trend moving towards the signature assignment being part of the final exam for grading purposes, which doesn’t provide enough time for grading. - English Dept. will address this concern and possibly pull it from final exam to be collected earlier in the semester.</td>
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<td>ENGL 321</td>
<td>- The committee raised a concern about the signature assignment (essay vs. paper). - English Dept. will adjust the wording for consistency.</td>
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<td>ENGL 323</td>
<td>- The committee raised a concern about the signature assignment: Students do not have to use a literary text. - The committee determined that this is not a concern after hearing the explanation from the English Dept.</td>
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<td>ENGL 325</td>
<td>- The committee raised two concerns: (1) “General Education” and “Humanities” needs to be included above SLOs in syllabus, (2) inconsistency in terminology for signature assignment (e.g., term paper vs. final paper). - English Dept. will adjust wording to address both concerns.</td>
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<td>ENGL 326</td>
<td>- The committee raised a concern about terminology related to the signature assignment in the syllabus and grade breakdown. - English Dept. will adjust wording for consistency.</td>
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<td>ENGL 327</td>
<td>- The committee raised a concern about the signature assignment: The word “discuss” is used and should be “analyze” or “interpret.” - This will need to be corrected and resubmitted.</td>
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<td><strong>ENGL 328</strong>&lt;br&gt;- The committee raised a concern about the syllabus: Add “General Education” and “Humanities” above SLOs.&lt;br&gt;- English Dept. will make correction.&lt;br&gt;&lt;br&gt;<strong>ENGL 335</strong>&lt;br&gt;- The committee raised three concerns: (1) about the syllabus: Add “General Education” and “Humanities” above SLOs; (2) the signature assignment can be a group project; (3) students are not required to analyze a primary source (based on options in the assignment).&lt;br&gt;- This will need to be changed and resubmitted.&lt;br&gt;&lt;br&gt;<strong>ENGL 336</strong> – No questions/comments&lt;br&gt;&lt;br&gt;<strong>ENGL 337</strong>&lt;br&gt;- The committee raised a concern about using the first of several essays as the signature assignment – Does this allow time for mastery?&lt;br&gt;- Determined this was not an issue.&lt;br&gt;&lt;br&gt;<strong>ENGL 339</strong>&lt;br&gt;- The committee raised three concerns: (1) signature assignment does not specifically state that primary sources are used (unclear language); (2) related to the number of pre-requisites and how specialized the course is; (3) the signature assignment is not listed in the grade break-down&lt;br&gt;- English Dept. explained that the signature assignment is “travel writing.”&lt;br&gt;- This will need to be changed and resubmitted.&lt;br&gt;&lt;br&gt;<strong>ENGL 340</strong>&lt;br&gt;- The committee raised a concern that General Education SLOs are not on the syllabus.&lt;br&gt;- This will need to be corrected and resubmitted.&lt;br&gt;&lt;br&gt;<strong>ENGL 341</strong>&lt;br&gt;- The committee raised two concerns: (1) related to the course number on the cover page not matching and (2) SLOs are listed twice.&lt;br&gt;- These mistakes will be corrected.&lt;br&gt;&lt;br&gt;<strong>ENGL 342</strong>&lt;br&gt;- The committee raised concerns related to the name of the signature assignment (would be helpful to use the term “final research paper”).&lt;br&gt;- This will be corrected.</td>
<td>See above</td>
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<td>Gia asked the English representatives about managing the grading for General Education assessment related to these courses. When there are more courses, who will be responsible for making sure that the courses stay on track for General Education (closing the loop)? The English representatives stated that the department has an Assessment Committee. Gia requested contact information from that committee.</td>
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<td>Shawn shared some feedback on ENGL 344 (in Round 2 of English proposals): issue related to the signature assessment.</td>
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<td>4. Agenda items we did not get to during this meeting</td>
<td>Discuss math alternative proposal</td>
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<td>5. Adjournment</td>
<td>The meeting was adjourned at 1:50, so that committee members could attend the SACSCOC mock interview training.</td>
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