

GECCo Meeting- Minutes

Venue: Virtual WEBEX meeting, 3.30-4.30 pm

Date: September 15, 2021

Members Present: Sarah Carberry (Chair), Mike Unger, Amanda Beecher, Chris Reali, Todd Barnes, Roark Atkinson, Emily Leskinen, Yvette Kisor, Monika Giacoppe, Leah Warner, Christina Connor, Lisa Cassidy, Rebecca Leung, Malavika Sundararajan

1. Schedule

Discussion of schedule- check about the November timings, 1.30 instead of 3.30pm.

Spring meetings may be a combination of in person and virtual, we can confirm later.

2. Plans and Reports.

Just a reminder that we had all the mini meetings in January. If you have a plan, put it in the deposit in the folder on the drive. If you have any reports from last year, post it under last year's folders. If you have questions, email Sarah to check. Report template is the plan template, where you enter the data. Will confirm after review as well. Any questions about the mini-group plans- kindly check with Sarah and Mike. You can also check the three year plan for review as well.

3. Removal process - I will email the instructor that wants their course removed.

There is a request to remove a course, titled, social equality, from GenEd, we may just have it transferred to a more appropriate distribution category.

There was a question from Susan Gaulden about the statement related to student's GE courses not being counted if the course is removed from the GenEd program. Hence, we can consider removing the statement or rephrase it. Let the registrar and Susan address it case by case. Or we can leave the statement and add a note about the possibility of an appeal process. Since, due to advisement mistakes students may still take a course that may no longer be part of the GenEd program. There is a process where the registrar is also looped in eventually, the idea is to not punish the student and a note added to ensure it does not repeat. It is usually because there was an innocent mistake. Most issues also arise due to the differences in transfer courses' equivalency. If it is because of something beyond the students' control, then it can be considered upon appeal. Could we also make sure that we add a statement on the catalogue that the course is no longer part of GenEd. Students have a catalogue year, if the catalogue year related courses in GenEd will or will not count any longer, is that consistent. In this case, the catalogue year is overridden by the time when the student takes the course, hence the appeal process may be more relevant if any mistake was made.

4. Syllabus Audit

Was stalled in Spring, but will be continuing this year. The stand alone courses are audited anyway. For the categories, we may need to consider reaching out to the Unit secretaries for the syllabi. Maybe in November or December we can discuss the proper syllabus audit. Make sure there is a communication to the students about what is being taught, and assessed. We may pair people up to carry the audit so people can share their experience. Last year we had a series of yes/no questions which may be on a spreadsheet (for every course offered and matched to GE). (we may need to check the links, some are not working). Many were reviewing the outcomes. The response rate was not great when we asked faculty for it directly. May need to have Deans require the faculty to send it or ask the unit secretaries to send it. If checking for a specific category, check with the category people to ensure the language is accurate (for example for

Historical Perspectives (HP), Reasoning). Check if there was a rubric for HP. Could we create a drive with all the rubrics? Check under GECCo 2021 on the drive. It will be shared with all after meeting.

5. Category Descriptions

While updating the manual, we had a task force and working groups who filled out all the categories. During this transitional period, there was a delay with the distribution categories as freshers took the others first. Early 2017 (or late 2016) an update was made. Current checklist descriptions- its origins are unclear. Do we have the power to revise any of the descriptions? Would it change the spirit of the category? We may have changed a few things like the teaching in Summer but it was through an agreement. We will need to continue this conversation and make it a priority. For instance, for Systems, Sustainability and Society- it was taken from a footnote. It may have changed the spirit of the category. We need to check. This is important as there are two requests with questions about what it includes, and entails. (whether only with environment and natural resources but later it states it should imply a broader area when we say sustainability) We need to check the right wording and think about revisiting the words we use so we know how to interpret this category and we will have to decide how seriously we take that footnote. In short-term- to include an assignment with a sustainability component from an environment perspective. For the long-term, work out what it means and how we would interpret it. Maybe consider the track and field approach. One possibility is to discuss with FAEC and then see if it needs to be taken to FA for approval if the changes are perceived to be major. The outcomes were never voted on by anyone other than GECCo and ARC but for transparency purposes we must involve FA and FAEC. It may help by looking at an actual course. Also, this category has been assessed once but has fewer courses than the other categories. This was supposed to be a broad social sciences category. We were not making binding policies at that time. Ask people who were members of the task force about the footnotes. There is no connection between the SLOS and the title so many may be winging it. Since outcomes are what are being assessed, we do not know if or whether these are being applied accurately. Maybe FAQs could be added. We may have to decide by next month. Maybe consider having memos sent out.

6. If anyone is submitting courses to you, it has to go to ARC, (you can forward it, but they should ideally email it to ARC). ARC has made a folder under ARC titled, GECCo which will have GECCo materials. Members will have access but we should not move things around there. Sarah will review each ARC submission to make sure it is not a GECCo submission. You can give advice if someone asks about the process but it has to go to ARC first.

Meeting concluded.