MINUTES OF THE GENERAL EDUCATION COMMITTEE  
CALIFORNIA STATE UNIVERSITY, FRESNO  
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Office of the Academic Senate  
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November 9, 2012

Members present: S. Adisasmito-Smith (CAH), N. Bengiamin (LCE), P. Crosbie (Chair, CSM), P-C Ho (CSM), M. Jendian (CSS), A. Lawson (JCAST) - left at 1:00, M. Menchaca (AS), J. Morillo (KSOEHD), D. Nef (Provost), Rebecca Rosengarten (AS).

Members absent,

un-appointed or

un-elected:  D. Christensen (DOSA, ex officio), C. Perez (CSS), rep from CSB, rep from HHS.

The meeting was called to order by Chair Crosbie at 12:05 p.m. in Haak Academic Affairs Conference Room, Madden Library 4164.

1. Agenda. **MSC to approve the agenda as distributed**.
2. Minutes. **MSC to approve of revised minutes of 26 October 2012.**
3. Communications and announcements:

New member: Rebecca Rosengarten, Associated Students, was introduced and welcomed.

1. GE Policy and Procedures Documents: Further minor edits are required prior to submission to the Academic senate. Only the Policy document will be sent, as the Senate does not vet procedures. This will need to be accompanied by a red-line copy of the originating document. Senate will also need the new (9 Mar 2012) Program Description, along with a red-line copy of the previous Program Description. The currently posted Committee Charge document will be eliminated as it is now subsumed within the new Policy document.
2. Timetable for request of assessment reports from departments – Committee suggested drawing up a 3 year timetable of activity. Also need to review the assessment reports from academic year 2011-12. Committee suggested that we request assessments from all. M. Mechaca asked whether there might be student input in the assessment process.

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1. Enrollment in upper division GE courses. A response has been received either from the Chair of the department concerned, or the Dean of the relevant college. The GE committee expressed its concern over the over-enrollment in these courses. Committee remained unanimous that the issue of over-enrollment be addressed, and not condoned. For KINES 111, the chair of the department indicated that readers are employed to assist with writing assessment. Chair was directed to ask the department chair how many readers are used. Chair was also directed to obtain a current syllabus for all over-enrolled courses, and to communicate with each department the concerns of the GE committee. Discussion also occurred re. the process for notification of all colleges of any approved exemptions from GE requirements or policy. Committee agreed that the process should be a courtesy notification to all college Deans when such exemptions are granted, rather than formal codification in Procedures.

Adjournment – 1:55 p.m. Next meeting is scheduled for Friday 30 November 2012.