

GENERAL EDUCATION ADVISORY COUNCIL
MEETING MINUTES SUMMARY
Wednesday, December 17, 2003
11:00 a.m.
101 Whitehurst Conference Room

Present: J Hattey, R Rohrs, B Masters, J Comer, J Fowler, R Nolan, N Jones, S Thompson,
C Moder, G Gates

Meeting was called to order at 11:05 a.m.

1. The purpose of this meeting was to finalize revisions to the Oklahoma State University Criteria and Goals for General Education Courses.
2. Discussion continued regarding the writing components proposed in the general education curriculum. The Council feels that results from the National Survey of Student Engagement indicated that our students need more extensive writing. Some members asked if it was necessary to require extensive writing in all components because enrollments have increased, class sizes are larger and the budget is shrinking. The council agreed that this was an issue that needs attention but members also noted that the writing requirements are essential and indeed students lack good writing skills. Some members were concerned that a 5 page requirement was not feasible for large enrollment lower division courses; however the council agreed that a 10 page paper is reasonable for upper division courses.

The Council asked that we contact Classroom scheduling, identify instructors in the large classrooms, and contact those instructors to inquire as to the number of TA's assisting them. The information will be used to make recommendations to Marlene Strathe for budget support.

It was suggested that the writing requirements be included on the General Education Course Form not on the Criteria and Goals document. Members suggested adding a statement incorporating feedback highlighting quality and quantity as part of the extensive writing requirement.

3. GEAC was asked to consider requiring designated writing courses in each discipline. The council is to make recommendations after discussions with department heads.
4. Brenda Master's gave an update from her meeting with Information Technology regarding the conversion of the general education database and form from Lotus Notes to the new software. Brenda was told that this would be one of the first files converted to the new design format. The form, as discussed in previous meetings, will not be revised until after conversion.
5. Council mentioned that there is confusion and discrepancies with general education designations when transferring from TCC, and other community colleges. Members feel this should be investigated.

Adjourn: 12:00 p.m.