

Core Review Committee meeting minutes

Meeting date: February 24, 2017

Meeting time: 10:00 – 11:00 am

Meeting location: Kayak Room

Meeting convener: Andy Seitz

Name	Present
Andy Seitz (chair)	X
Daryl Farmer	
Alex Hirsch	
Kevin Sager	X
Margaret Short	X
Larry Duffy	
Kathy Arndt	X
Tony Rickard	X
Kevin Berry	
Marsha Sousa	
Caty Oehring	X
C. Angaiak for G. Russell	X
Ginny Kinne	
Hayley Williams	X
John Smelter	X
Victoria Smith	X

1. Approved meeting minutes from 27 January 2017
2. Petitions
 - a. Approved:
 - i. Petition to allow BIOL F497 Manuscript Writing to fulfill the requirements of a “W” course. The course syllabus demonstrates that the course meets the “W” criteria.
 - ii. Petition to allow ENGL F111X taken in 1998 with a grade of D+ to satisfy the ENGL GER requirement for the BBA in Accounting program. When the student took the course, a D+ grade satisfied the course requirement, so the petition was approved.
 - b. Information requested:
 - i. Petition to allow GEOS F497 Seismological Research to fulfill the requirements of a “W” course. There was insufficient information in the course syllabus to evaluate whether the course meets the Faculty Senate “W” requirements, therefore the Committee requested more information be provided in the syllabus, including the portion of the total grade that is based on writing, whether feedback is provided on writing assignments, and whether the major written project is conducted in sequential stages.

- c. Denied:
 - i. Petition to allow CE F437 Design of Engineered Systems to count towards COMM F121X or COMM F131X in the GER. This is not an allowable substitution and sets a precedent that would effectively change the curriculum at UAF, which is not in the purview of the Core Review Committee. There was input from a committee member that the petition is actually a request to waive the COMM F121X or COMM F131X requirement, which is not in the purview of the Core Review Committee either. It was recommended that the student attempt to “test out” of the COMM GER requirement.
- d. Defer until end of semester, with request for information:
 - i. Petition to allow BIOL F466 Advanced Cell and Molecular Biology fulfill the requirements of a “W” course. The course syllabus demonstrates that the course potentially meets the “W” criteria, IF the student makes arrangements with the instructor to submit a rough draft of the final lab report before the final due date, so the instructor can provide feedback and schedule an appointment with the student before the final due date of the lab report. Therefore, the Committee felt it was appropriate to defer its decision until the end of the semester, and approve it contingent upon the student providing evidence that he/she submitted the lab report early, met with the instructor, and incorporated feedback into the final draft of the lab report.

3. Curriculum requests

- a. Approved:
 - i. Add to GER: PS F101 Introduction to American Government and Politics. Add the X designator as a GER course fulfilling a Social Science requirement. The course clearly meets the GER guidelines and PS has <5 GER courses, so the request was approved.
 - ii. Add to GER: CHNS F101 Elementary Chinese I and CHNS F102 Elementary Chinese II. Add the X designator as GER courses fulfilling the Humanities category. These courses are introductory language courses, therefore should automatically qualify for the Humanities category, however they were not included in this category by CAC during the formation of the GER. Therefore, CHNS requested inclusion in the Humanities category. However, upon evaluation of the request, it was noticed that according to the course catalog, these courses are offered every other year, therefore they do not meet the criteria established by CAC for inclusion in the GER, which is that courses must be offered at least once per year. The Committee agreed that before denying the request, the Chair would inquire about the frequency of offering these courses. After doing so, the Chair was informed that the courses are indeed offered every other year. The frequency of offering was changed in the course catalog description and the request was approved.
 - iii. Course drop: COMM F180X Introduction to Human Communications. This course is being merged with JRN F101X in the new COJO program. As a result, the course will be modified and will seek a new designator and course number, therefore the request was approved.

- b. Request more information:
 - i. Add to GER: PS F221 International Politics. Add the X designator as a GER course fulfilling a Social Science requirement. The course clearly meets the GER guidelines and PS has <5 GER courses, so the course potentially qualifies. However, upon evaluation of the request, it was noticed that according to the course catalog, this course is offered every other year, therefore it does not meet the criteria established by CAC for inclusion in the GER, which is that courses must be offered at least once per year. Before denying the petition, the Chair requested information from the PS Department about the planned frequency of offering.
 - ii. Add to GER: PS F272 After Evil. Add the X designator as a GER course fulfilling a Social Science requirement. The course clearly meets the GER guidelines and PS has <5 GER courses, so the course potentially qualifies. However, upon evaluation of the request, it was noticed that according to the course catalog, this course is offered every other year, therefore it does not meet the criteria established by CAC for inclusion in the GER, which is that courses must be offered at least once per year. Before denying the petition, the Chair requested information from the PS Department about the planned frequency of offering.

4. Discussion

- a. A Motion was accepted to amend the FS bylaws for the Core Review Committee that consists of three changes (See attached appendix):
 - i. Change the name of the Core Review Committee to the General Education Requirements and Core Committee, also known as the GERCC (the G is soft).
 - ii. Change the committee composition by adding an "Arts" seat, to reflect the component areas of the new GER.
 - iii. Add a description of the procedure for appointing the at-large member.
- b. Reexamination of how some transfer courses are considered. Specifically, a question was raised of whether we should allow courses that satisfy a GER at another institution, but not UAF, be allowed to substitute for a UAF GER course in the appropriate category or area. In this hypothetical scenario, this proposed transfer, which would be accomplished through a student-driven petition, would be based on a "good faith" effort of the student to meet his/her previous GER requirements and therefore would only be allowed for students who started at another institution and then transferred to UAF. This would make transferring GER courses easier and might attract more transfer students. These petitions would be evaluated on a case-by-case basis and must demonstrate the student's "good faith effort." One potential unintended consequence/precedent of this hypothetical situation would be that a transfer student could count the course towards the UAF GER, which might inspire a current UAF student to take the same course (online or distance delivery), but then not be able to count it towards the UAF GER. The committee agreed that the idea is worth thinking about in the future, but unintended consequences should be further explored.

DRAFT FOR REVISION BY COMMITTEE

MOTION:

The UAF Faculty Senate moves to amend the Faculty Senate Bylaws of the University of Alaska Fairbanks, Section 3, Article V: Committees, subsection H.5 under Permanent Committees, to rename the Core Review Committee, amend its membership according to new GER component areas and amend its procedures concerning at-large membership.

EFFECTIVE: Immediately

RATIONALE: With the implementation of the General Education Requirements (GER) in the 2016-2017 catalog year, general education course requirements were modified. As a result of the change from using Baccalaureate Core requirements to the GER, the name of the Core Review Committee became outdated and the component areas of the general education course requirements changed. Therefore, we move to change the name of the Core Review Committee and its faculty member composition to reflect the recent change to the GER. Additionally, currently, the committee has no procedure concerning appointment of the at-large voting member. Therefore, we move to add a description of the procedure for appointing the at-large voting member.

BOLD CAPS = Addition
Bold Strikethrough = Deletion

Faculty Senate Bylaws, Section 3, Article 5: Committees, subsection E:

H. The standing and permanent committees of the Senate are:

...

PERMANENT

...

5. The **GER AND** Core ~~Review~~ Committee reviews and approves courses submitted by the appropriate school/college curriculum councils for their inclusion in the ~~core-curriculum~~ **GENERAL EDUCATION REQUIREMENTS (GER)** at UAF. The **GER AND** Core ~~Review~~ Committee coordinates and recommends changes to the **GER** ~~core-curriculum~~, develops the process for assessment of the ~~core-curriculum~~ **GER**, regularly reports on assessment of the ~~core-curriculum~~ **GER**, monitors transfer guidelines for core **AND GER** courses, acts

on petitions for core **AND GER** credit, and evaluates guidelines in light of the total core **AND GER** experience. This committee will ~~also~~ review courses for oral, written, and natural science ~~core~~ **GER** classification. **THE GER AND CORE COMMITTEE WILL ALSO PERIODICALLY REVIEW SYLLABI OF COURSES TO WHICH "O" AND "W" DESIGNATORS ARE ATTACHED TO ENSURE COMPLIANCE WITH FACULTY SENATE GUIDELINES.** If the committee determines that a course fails twice in a row to meet "O" or "W" guidelines as specified by the Faculty Senate, the committee shall have the power to revoke "O" or "W" designators from that course.* Committee actions made prior to March 1 will become effective in the next year's Catalog. Designators will be restored as soon as the course has been reapproved by the committee as once again conforming to "O" or "W" guidelines.

*As found at:

<http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/guidelines-for-core-desig/>

The committee shall be composed of one faculty member from each of the ~~core~~ **GER** component areas: (Social Sciences, English, Humanities, Mathematics, Natural Sciences, Communication, Library Science **AND INFORMATION RESEARCH, AND ARTS**), and one faculty member from a non-~~core~~ **GER** component area, and one faculty member from CRCD, as voting members. **THE MEMBER FROM A NON-GER COMPONENT AREA SHALL BE ELECTED AT LARGE FROM AMONG UAF FACULTY, WHILE SEATS FROM GER COMPONENT AREAS AND CRCD SHALL BE ELECTED BY THEIR RESPECTIVE FACULTIES.** Membership on the committee **ALSO** may include an undergraduate student as a non-voting member, and representatives from the colleges specifically tasked with core **AND GER** assessment.