Supporting Materials for the
Proposal to Revise the Foundation of General Education from
Major Areas of Learning, Major Academic Approaches, and Core Competencies to Essential
Skills

April 22, 2020

Materials Included:

1. Participant lists for the GETF, CDCP 2018 and 2019 Summer Institutes, and CDCP
   Subcommittees on General Education
2. General Education Task Force agendas (2019-2020)
3. CDCP Summer Institute agendas (2018-2019)

Participant lists for the GETF, CDCP 2018 and 2019 Summer Institutes, and CDCP Subcommittees on General Education

GETF Membership List 2019-2020 (includes past and present members)

Last Name	First Name	Discipline	DIV	Pathway
Acosta-Morales	Osvil	Philosophy	LS	Liberal Arts and Communication
Allard	Faye	SocSci	LS	Education and Human Services
Altman-Traub	Melissa	Dietetics	MSHC	Health Care
Bertram	David	ADC	LS	Design, Construction, Transportation
Bryant	Jacquelyn	Library	ESS	
Canapary	Liz	SocSci	LS	Business, Entrepreneurship, Law
Cattell	David	Physics	MSHC	Science and Technology
Chang	Sonny	CT	BT	Science and Technology
Ciaudelli	Maddi	Advising	ESS	
Cooperstein	Shana	Art	LS	Creative Arts
Coronado	Amena	Philosophy	LS	
Davidson	Laura	AH	MSHC	Health Care
Fix	Mallory	ESL	LS	
Garrity-Benjamin	Deirdre	GIS	LS	Business, Entrepreneurship, Law
Gudipati	Lakshmi	English/ESL	LS	Liberal Arts and Communication
Gerz	Linda	ASET	MSHC	Science and Technology
Khan	Mak	English/ESL	LS	Liberal Arts and Communication
Lockridge	Calion	Psychology	LS	Education and Human Services
Love	Billy	SocSci	LS	Business, Entrepreneurship, Law
Madison	Lynsey	Culinary/THM	BT	Business, Entrepreneurship, Law
Malele	Catherine	Chemistry	MSHC	Science and Technology
Moudry	Nick	English	LS	Liberal Arts and Communication
Murphey	Kathleen	English	LS	Liberal Arts and Communication
Nagaswami	Girija	English/ESL	LS	Liberal Arts and Communication
Neumann	Eric	FNMT	MSHC	
Nixon	Michelle	Nursing	MSHC	Health Care
Noyes	Joseph	Biology	MSHC	Science and Technology
Patel	Beena	Biology	MSHC	Science and Technology
Paul	Cynthia	FNMT	MSHC	
Perry	Carla	Biology	MSHC	Science and Technology
Peterson	Becki	AH	MSHC	Health Care
Prejsnar	David	Religious Studies	LS	Liberal Arts and Communication
Quinn	Kirsten	Theater	LS	Creative Arts
Rossi	Jessica	Library	ESS	
Rossi	Deb	AH	MSHC	Health Care
Roxas	Lance	Political Science	LS	
Ruggero	Colin	Social Sciences	LS	Education and Human Services

Last Name	First Name	Discipline	DIV	Pathway
Scordia	Stephanie	English	LS	Liberal Arts and Communication
Seixas	Anna	Learning Lab	ESS	
Shaffer	Michael	Managment	BT	Business, Entrepreneurship, Law
Stephens	Margaret	Geography	LS	Education and Human Services
Veal	Christine	Nursing	MSHC	Health Care
Webber	Brent	Mathematics	MSHC	Science and Technology
Webster	Nichole	English	LS	Liberal Arts and Communication
Woodford	Francie	English/ESL	LS	Liberal Arts and Communication
Walling	Stan	Anthropology	LS	

GETF 2020 WORKGROUPS

Note: GETF members are encouraged to be part of more than one workgroup.

Surveys & Focus Groups	Workshops & Essential Skills Conference	Interdisciplinary Course Review Process
1. Faye Allard	1. Jacquelyn Bryant	1. Osvil Acosta-Morales
2. Melissa Altman-Traub	2. Liz Canapary	2. Faye Allard
3. Jacquelyn Bryant	3. Laura Davidson	3. Liz Canapary
4. Maddie Ciaudelli	4. Mallory Fix	4. Amena Coronado
5. Shana Cooperstein	5. Deirdre Garrity-Benjamin	5. Deirdre Garrity-Benjamin
6. Linda Gerz	6. Lakshmi Gudipati	6. Calion Lockridge
7. Sandra Gonzalez-Torres	7. Billy Love	7. Lynsey Madison
8. Calion Lockridge	8. Beena Patel	8. Nick Moudry
9. Kathleen Murphey	9. Dave Prejsnar	9. Joe Noyes
10. Girija Nagaswami	10. Deb Rossi	10. Dave Prejsnar
11. Cynthia Paul	11. Jessica Rossi	11. Kirsten Quinn
12. Lance Roxas	12. Stephanie Scordia	12. Deb Rossi
13. Anna Seixas	13. Margaret Stephens	13. Colin Ruggero
14. Eric Shannon	14. Francie Woodford	14. Anna Seixas
15. Nichole Webster		15. Eric Shannon
		16. Margaret Stephens
		17. Stan Walling
		18. Brent Webber

Participants in CDCP Summer Institute 2019	
Name	**Discipline**
1. Nicole Webster	English
2. Jessica Rossi	Library
3. Marc Meola	Library
4. Kirsten Quinn	English
5. Nick Moudry	English
6. Fran Lukacik	Allied Health
7. Mak Khan	English
8. David Bertram	Architecture Design
9. Dan Reed	Automotive Technology
10. Rich Saxton	Business Administration
11. Eric Neumann	Foundational Math
12. Sandra Gonzalez Torres	Academic and Student Success
13. Todd Jones	Counseling
14. Megan Rizzo	Counseling
15. Millie Savard	History
16. Ane Marie Kis	Allied Health
17. David Prejsnar	History, Philosophy and RS
18. Billy Love	Social Science
19. Simone Zelitch	English
20. Brian Morrison	Psychology, Education, HS
21. Liz Capanary	Criminal Justice
22. Stephanie Scordia	English
23. Monique Gilchrest	Counseling
24. Theresa Marsh	English
25. Francie Woodford	English
26. Melissa Altman-Traub	Allied Health
27. Mary Ann Yannuzzi	Learning Lab
28. Eric Shannon	Academic and Student Success
29. Maddie Ciaudelli	Academic Advising
30. Paul Geissinger	Music
31. Osvil Acosta-Morales	History, Philosophy, RS
32. Cynthia Paul	Foundational Math
33. Amena Coronado	Philosophy
34. John Mangano	Biology
35. Amy Birge*	Curriculum Facilitation/English
36. Girija Nagaswami*	English
37. Deb Rossi*	Allied Health

*CDCP Steering Committee Members

Participants in CDCP Summer Institute Summer 2018	
Name	**Discipline**
1. Anna Seixas	Learning Lab/SACC
2. Brenton Webber*	Math
3. Paul Geissinger*	Music
4. Kirsten Quinn	English
5. Nick Moudry	English
6. Jason Roscoe	Academic Advising
7. Mak Khan	English
8. David Bertram	Architecture Design
9. Dan Reed	Automotive Technology
10. Tracey Lewis-Giggets	English
11. Debonair Oates-Primus	English
12. Sandra Gonzalez Torres	Academic and Student Success
13. Todd Jones	Counseling
14. Yannick Ladson	Counseling
15. Carmen Colon	Counseling
16. Ane Marie Kis	Allied Health
17. David Prejsnar	History, Philosophy and RS
18. Lucia Gbaya-Kanga	English
19. Linda Powell	Biology
20. Brian Morrison*	Psychology, Education, HS
21. Laurence Liss	Web Technologies
22. Craig Nelson	Computer Technology
23. Monique Gilchrest	Counseling
24. Shawna Bryant	Counseling
25. John Joyce	English
26. Michael Krasluski	Library
27. Cynthia Paul	Foundational Math
28. Gayle Dixon	Foundational Math
29. Jon Spielberg	Photography
30. Amy Birge*	Curriculum Facilitation/English
31. Girija Nagaswami*	English
32. Deb Rossi*	Allied Health

*CDCP Steering Committee Members

Cross Divisional Curriculum Planning (CDCP) Subcommittees on General Education
Fall 2018

Note: The members of the CDCP Steering Committee served on all subcommittees.

Critical Analysis and Reasoning Subcommittee	
Subcommittee Members	**Discipline**
Chair: Laura Davidson	Allied Health
Fran Lukacik	Allied Health
Dave Prejsnar	History, Philosophy, Religious Studies
Faye Allard	Sociology
Brian Renna	Biology
Lisa Johnson	Nursing
Jaelyn Warren	Library
Alex Fleck	English
Christine Veal	Nursing
Ramonah Beasley	Nursing
Cynthia Paul	Foundational Math

Information Literacy Subcommittee	
Subcommittee Members	**Discipline**
Chair: Jessica Rossi	Library
Marc Meola	Library
Stephanie Scordia	English
Brian Morrison	Psychology
Laureen Tavalaro-Riley	Nursing

Oral and Written Communication Subcommittee	
Subcommittee Members	**Discipline**
Chair: Myla Morris	English
John Joyce	English
Billy Love	Social Science
Eric Neumann	Foundational Math
Joel Tannebaum	History, Philosophy, Religious Studies
Jocelyn Lewis	Allied Health
LeRai Martin	Nursing

Quantitative and Scientific Reasoning Subcommittee	
Subcommittee Members	**Discipline**
Chair: Brenton Webber	Math
Eric Neumann	Foundational Math
Tricia Psota	Allied Health
Nicole Duncan-Kinard	Library
Anne Slivjak	Nursing

Values, Ethics, Diverse Perspectives Subcommittee	
Subcommittee Members	**Discipline**
Chair: Osvil Acosta-Morales	History, Philosophy, RS
Billy Love	Psychology
Dave Prejsnar	History, Philosophy, RS
Tamika Curry	Nursing
Jean Byrd	Nursing
Michelle Lopez	Community Engagement

Technological Competency Subcommittee	
Subcommittee Members	**Discipline**
Chair: Paul Geissinger	Music
Joewana Freeman	Computer Technologies
David Bertram	Architectural Design
Barbara Hearn	Computer Technologies
Melissa Altman-Traub	Allied Health
Ane Marie Kis	Allied Health
Michelle Nixon	Nursing
Petrina McFarlane	Nursing
Jon Spielberg	Photography
Liz Capanary	Criminal Justice

General Education Task Force Agendas

General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group
Onboarding Meeting

July 23, 2019

W4-05H, 1:30-2:30 PM

AGENDA

1. **Check-in and introductions**

2. **Outlook group** (materials, etc.)

3. **Timeline** (handout)

4. **CDCP and General Education Recap**
   - Faculty Participation since Summer 2017
     - CBAM
   - Guiding Principles
   - <mark>Essential Skills</mark>
   - Requirements vs. Assessment
     - Teagle Project
   - Rough Working Model (handout)

5. **Next Steps**
   - Review Working Model
   - <mark>Fine tune the Essential Skills</mark>
   - Create process for gen ed reassignment
   - PD Week presentation at 2:30 PM on August 27, 2019
   - Organize student and faculty focus groups
   - Draft student-facing materials
   - Liaise with other stakeholders: **APO Workshops**, IT, Marketing, etc.

6. **Meetings:**
   - Meeting days/times August 19-23
   - Meeting days/times September 4-November 15th

Punk accountants
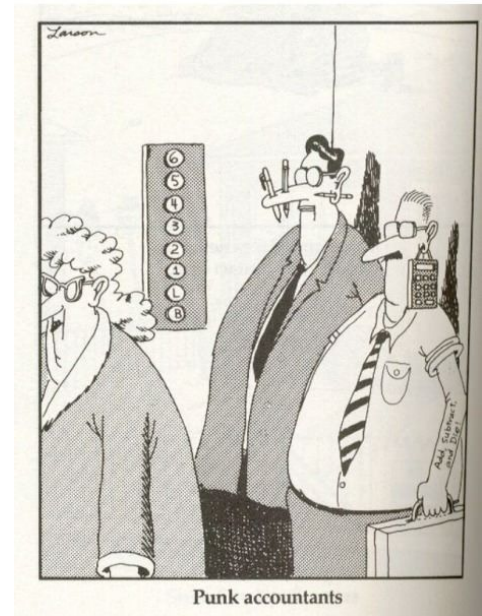
General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group
Meeting #1

August 20th, 2019

10:00-11:30 AM in the **Klein Cube**

AGENDA

1. **Check-in, introductions, snacks**

2. **Review:**
   - Outlook group
   - Timeline (updated—group files)
   - Processes (communication, approval, implementation)

3. **Tasks**
   - Review **Working Model** of general education requirements (group files)
   - **Group Work:** Revise the Essential Skills (separate worksheet—group files)
   - Create process for reorganizing courses under Essential Skills **(planning only)**

4. **Next Steps**
   - PD Week presentation at 2:30 PM on August 27, 2019
   - Organize student and faculty focus groups
   - Draft student-facing materials
   - Liaise with other stakeholders: **APO Workshops**, IT, Marketing, employers, transfer institutions, etc.

5. **Meetings:**
   - Meeting days/times September 4-November 15th

6. **Feedback**

General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group
Meeting #2

September 16th, 2019

3:00-4:30 PM in **C3-5**

AGENDA

1. **Check-in, introductions, snacks**

2. **Review:**
   - PD Week Presentation debrief
   - Gen Ed Revision survey update
   - Updates on Essential Skills
   - Timeline for approvals (Essential Skills, Working Model, Process for Organizing Courses)

3. **Tasks**
   - Create **process** for reorganizing courses under Essential Skills (criteria, organization, deadlines, accountability)
   - Plan student and faculty **focus groups** (populations, questions, procedures, timeline)
   - The **other side** of the Gen Ed fence:
     - Writing workshops with program faculty
     - Transparency and effective classroom practices for teaching/reinforcing Essential Skills

4. **Next Steps**
   - Draft student-facing materials
   - Liaise with other stakeholders: **APO Workshops**, IT, Marketing, employers, transfer institutions, etc.

5. **Meetings:**
   - Tuesday, October 1: 1:00-2:30 in the Cube
   - Tuesday, October 15: 1-2:30 in the Cube
   - Wednesday, October 23: 3:00-4:30 in the Cube
   - Thursday, November 7: 2:30-4:00 in the Cube
   - Wednesday, November 13: 1:30-3:00 in C3-5
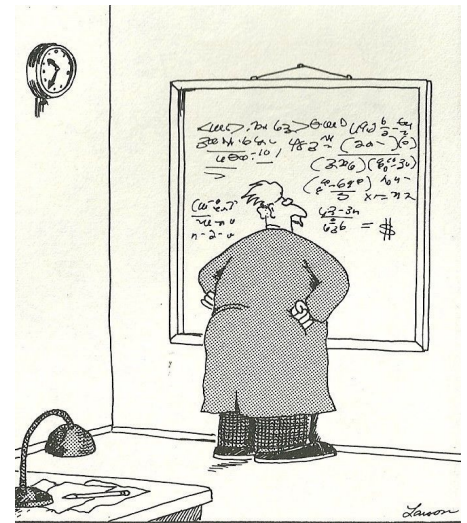
General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group Meeting #3

October 1st, 2019

1:00-2:30 PM in **the Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Review:**
   - Gen ed revision survey & focus group update
   - Updated Essential Skills
   - Updated timeline for approvals

3. **Small Group Discussion** (1:15-2:00)
   - Break into three groups, based on the discussion questions
   - **Take notes**

4. **Large Group Reflection** (2:00-2:30)
   - Sketch out a process
   - Note possible challenges

5. **Next time (10/15):**
   - Review and discuss
     - Updated Working Model with process draft
     - Other materials (e.g., rubrics, templates)
     - Review committee

6. **Meetings:**
   - Tuesday, October 15: 1-2:30 in the Cube
   - Wednesday, October 23: 3:00-4:30 in the Cube
   - Thursday, November 7: 2:30-4:00 in the Cube
   - Wednesday, November 13: 1:30-3:00 in C3-5
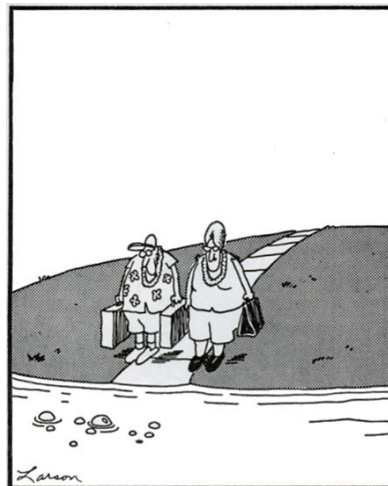
Returning from vacation, Roy and Barbara find their friends — in fact, all of Atlantis — just plain gone.

General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group Meeting #4

October 15th, 2019

1:00-2:30 PM in **the Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Review:**
   - <mark>Essential Skills update (SR meeting, proposal document)</mark>
     - o ASSC preview 10/23
     - o Department head meeting 11/8
   - Update following meeting with Records & Registration, Enrollment Support Services, and Academic Scheduling
   - Gen ed revision survey & focus group update (no change to 11/17 survey date)

3. **Large Group Discussion of Draft Process** (1:15-2:00)
   - Leadership and timeline
   - Interdisciplinary review group (recruiting, communication, commitment)
   - Three tiers
   - *Ad hoc* course development and approval process
     - o VALUE rubrics
     - o Modified course development template

4. **Workgroup Planning** (2:00-2:30)
   - VALUE rubrics and tools for reorganizing courses for gen ed
   - Surveys and focus groups
   - <mark>Interdisciplinary workshops for reinforcing Essential Skills in program courses</mark>

Cow poetry

5. **Next time (10/23):**
   - Notes from 10/23 ASSC meeting
   - Workgroup activities
   - Recruitment and communication strategies
   - Exit plan for GETF members & onboarding new GETF members in January 2020

6. **Meetings:**
   - Wednesday, October 23: 3:00-4:30 in the Cube
   - Thursday, November 7: 2:30-4:00 in the Cube
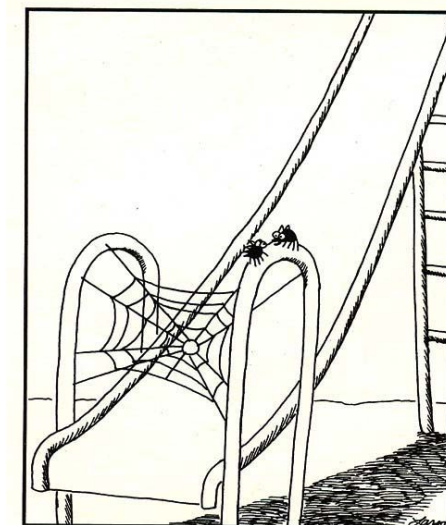   - Wednesday, November 13: 1:30-3:00 in **C3-5**
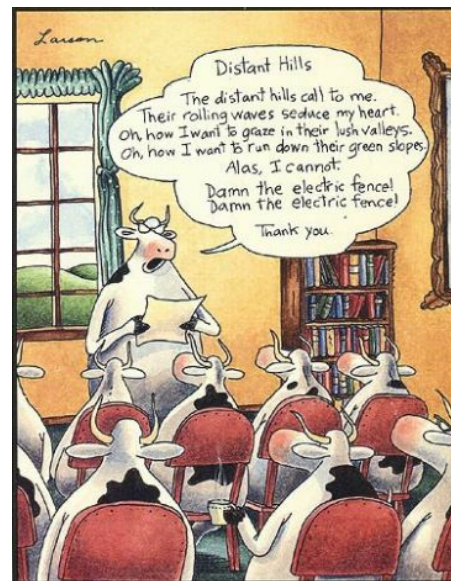
General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group Meeting #5

October 23rd , 2019

3:00-4:30 PM in **the Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Update:**
   - Gen ed revision survey update (survey date is 11/4)
   - <mark>Essential Skills update (SR questions)</mark>
   - ASSC preview 10/23
     - Proposal document
   - Department head meeting 11/15

3. **Large Group Discussion** (3:30-4:30)
   - Revision process timeline
     - VALUE rubrics
     - Modified course development template
     - Three tiers
     - "Grandfathering"
     - Focus groups
   - Interdisciplinary review group (recruiting, communication, commitment)
   - <mark>Interdisciplinary workshops for reinforcing Essential Skills in program courses</mark>

4. **Next time (11/7 in the Cube):**
   - Exit plan for GETF members & onboarding new GETF members in January 2020

5. **Meetings:**
   - Thursday, November 7: 2:30-4:00 in the Cube
   - Wednesday, November 13: 1:30-3:00 in **C3-5**

"If we pull this off, we'll eat like kings."

General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group Meeting #6

November 7, 2019

2:30-4:00 PM in **the Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Update:**
   - Gen ed revision **survey update** (survey date is 11/4)
   - **Exit plan** for GETF members & onboarding new GETF members in January 2020
   - **Workgroups** (November 2019 through March 2020?)
     - Focus group workgroup
     - Workshop workgroup (PD Week 2020)
     - Interdisciplinary Course Review Process

3. **Large Group Discussion: Review general education revision proposal document** (10/29 draft--changes highlighted in yellow)
   - Updated language about the purpose of general education & general education requirements (pages 7-8)
   - Adjustment to Scientific Reasoning definition (page 7)
   - Revision of Values, Ethics, Diverse Perspectives Essential Skill and definition to Cultural Analysis and Interpretation (pages 4, 7-8)
   - No courses listed (page 8)
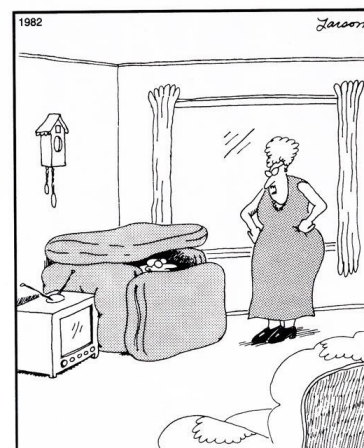
"Well, you can just rebuild the fort later, Harold…Phyllis and Shirley are coming over and I'll need the cushions."

4. **For Next Time: PROCESS**
   - General education revision process timeline
     - Interdisciplinary review group (recruiting, communication, commitment)
     - VALUE Rubrics
   - Course review template (Transfer language? Clarity?)
   - Course review process questions
     - Do we accept a whole discipline or consider course by course?
     - Will we consider grandfathering certain courses and certain disciplines?
     - If a course introduces the ES and another reinforces it, will both be counted as satisfying the requirements?
     - How do we ensure that a student does not go through the entire pathway without ever taking a Math or Science course? How do we make sure programs do not keep students from taking courses in other disciplines by creating courses for all ES?
     - What are the implications (or possible unintended consequences) of one course per Essential Skill?
     - Listing disciplines with list of courses (a key? A note about disciplines?)
5. **Final 2019 meeting:** Wednesday, November 13: 1:30-3:00 in **C3-5**

General Education Task Force (GETF)
Cross-Divisional Curriculum Planning Group Meeting #7
==**FINAL Meeting of 2019!**==

November 13, 2019

1:30-3:00 PM in ==**C3-5**==

AGENDA

1. **Check-in, snacks**

2. **Update:**
   - ==**Proposal**==
   - Gen ed revision **survey update**
   - **Exit plan** for GETF members & onboarding new GETF members in January 2020
   - ==**Workgroups** (November 2019 through March 2020)==
     - ==Focus group workgroup==
     - ==Workshop workgroup==
     - ==Interdisciplinary Course Review Process==

"I'm leaving you, Frank, because you're a shiftless, low-down, good-for-nothing imbecile ... and, might I finally add, you have the head of a chicken."

3. **PROCESS**
   - UPDATED General education revision process timeline
     - Interdisciplinary review group (recruiting, communication, commitment)
     - VALUE Rubrics
   - Course review template (Transfer language? Clarity? Two versions?)
   - Course review process questions
     - Do we accept a whole discipline or consider course by course?
     - Will we consider grandfathering certain courses and certain disciplines?
     - If a course introduces the ES and another reinforces it, will both be counted as satisfying the requirements?
     - How do we ensure that a student does not go through the entire pathway without ever taking a Math or Science course? How do we make sure programs do not keep students from taking courses in other disciplines by creating courses for all ES?
     - What are the implications (or possible unintended consequences) of one course per Essential Skill?
     - Listing disciplines with list of courses (a key? A note about disciplines?)

4. **Informal meeting** during PD Week in January?

General Education Task Force (GETF)

Spring 2020 Meeting #1 of 5

Friday, January 17th

1:00-2:30 PM in **the Cube**

AGENDA

7. **Check-in, snacks**

8. **Timeline update**

9. **Workgroup Tasks:** first, agree on leadership, communication structure, notes

   - **Surveys and focus groups workgroup**
     - Distribute additional paper surveys for students (**deadline:** ASAP)
     - Discuss notes on focus groups and create a list of questions (**deadline**: Wednesday, January 22nd)

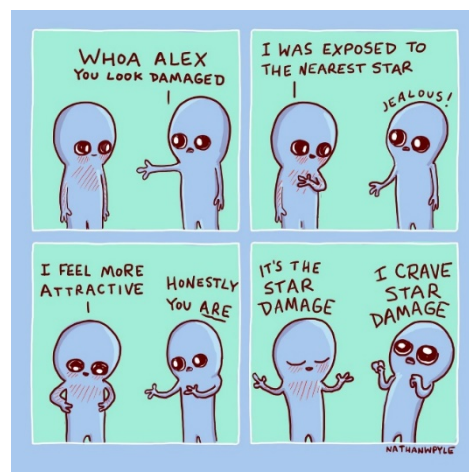   - **Workshops and Essential Skills Conference workgroup**
     - Brief discussion of Academic Pathway Outcome (APO) workshops
     - **Fall 2020 PD Week planning:** One day or two?
       1. Write up **bullet points** for the goals of the conference (**deadline:** Wednesday, January 22nd): e.g.,
          - The role of general education at the College
          - Why Essential Skills are important for students' academic and career goals
          - How we teach Essential Skills in foundational courses
          - How we reinforce Essential Skills in program courses
          - How we assess students' development of Essential Skills throughout their time at the College

   - **Interdisciplinary Course Review Process workgroup**
     - Discuss review committees
       - makeup, role, process, and recruitment strategies
     - Make recommendations (**deadline:** Monday, January 27th)
     - Discuss materials
       - Course review templates
       - VALUE Rubrics

10. **Spring 2020 Meeting Dates:**
    1. W 1/22 @ 2:00 PM in S2-12A
    2. M 1/27 @1:00 PM in S2-12A
    3. R 2/6 @2:30 PM in Klein Cube
    4. T 2/11 @2:30 PM in Klein Cube
    5. W 2/19 @2:30 PM in S2-12B
    6. **SNOW DATE:** R 2/27 @2:30 in Klein Cube

General Education Task Force (GETF)

Spring 2020 Meeting #2 of 5

Wednesday, January 22nd

2:00 to 3:30 PM in **S2-12A**

AGENDA

1. **Check-in, snacks**

2. **Notes from 1/17/2020 meeting**

3. **Workgroup Tasks:**

   A. **Surveys & Focus Group and Essential Skills Conference Group:** Wrap up 1/22 tasks and discuss with the larger group

   - **Surveys and focus groups workgroup**
     o Update on paper surveys for students (**deadline:** ASAP)
     o Update on Transfer partner focus groups
     o Update on list of questions for focus groups
     o Recruitment strategies, deadlines, process for focus groups (February)

   - **Workshops and Essential Skills Conference workgroup**
     o Update on Fall 2020 PD Week planning
       1. **Bullet points** for the goals of the conference

   B. **Interdisciplinary Course Review Process workgroup**
   - Review committee makeup, role, process, timeline
   - Recruitment strategies
   - Communication with department heads and program coordinators
   - Discuss materials
     o Course review templates
     o VALUE Rubrics
     o Make recommendations re: materials
       (**deadline:** Monday, January 27th)

4. **Spring 2020 Meeting Dates:**
   7. M 1/27 @1:00 PM in S2-12A
   8. R 2/6 @2:30 PM in Klein Cube
   9. T 2/11 @2:30 PM in Klein Cube
   10. W 2/19 @2:30 PM in S2-12B
   11. **SNOW DATE:** R 2/27 @2:30 in Klein Cube

General Education Task Force (GETF)

Spring 2020 Meeting #3 of 5

Thursday, February 6th

2:30 to 4:00 PM in **Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Notes from 1/22/2020 meeting**

3. **Workgroup Tasks:**

   - **Surveys and focus groups workgroup**
     - Update on paper surveys for students
     - Update on Transfer partner focus groups (booked)
     - Update on student and faculty focus groups
     - Update on employer focus groups

   - **Workshops and Essential Skills Conference workgroup**
     - Update on Fall 2020 PD Week planning
     - Timeline
     - Logistics
     - Advertising

   - **Interdisciplinary Course Review Process workgroup**
     - Review committee makeup, role, process, timeline
     - Recruitment strategies (who is doing what)
     - Communication with department heads and program coordinators
     - Discuss materials
       - Course review templates
       - VALUE Rubrics
       - Make recommendations re: materials

4. **Spring 2020 Meeting Dates:**
   12. T 2/11 @2:30 PM in Klein Cube
   13. W 2/19 @2:30 PM in S2-12B
   14. **SNOW DATE:** R 2/27 @2:30 in Klein Cube

General Education Task Force (GETF)

Spring 2020 Meeting #4 of 5

Tuesday, February 11th

2:30 to 4:00 PM in **Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Notes from 2/6/2020 meeting**

3. **Exit Strategies**

4. **Spring and Summer 2020 important dates:**

   - **March 27:** proposal goes to department heads for approval
   - **April 20:** contact department heads re: possible courses for Essential Skills
   - **April 28:** CFT begin work with faculty to complete course review documents (through July)
   - **May-August**: Essential Skills review committees review all course documents using rubrics and forward recommendations to Curriculum Development
   - **May-June:** CDCP Summer Institute

5. **Workgroups and leadership for spring/summer**

   - Surveys and focus groups workgroup
     - Analyze focus group and survey data
     - Make recommendations for updating the proposal
     - Make recommendations for conference and/or course review process

   - Essential Skills Conference workgroup
     - Timeline for conference
     - Planning for CDCP Summer Institute, work with FCTL
     - Recruitment among faculty who can share their classroom practices

   - Interdisciplinary Course Review workgroup

6. **Planning**

General Education Task Force (GETF)

Spring 2020 Meeting #5 of 5

Thursday, February 27th 2:30 to 4:00 PM in **Klein Cube**

AGENDA

1. **Check-in, snacks**

2. **Notes from 2/6/2020 and 2/11/2020 meetings**

3. **Course review document and rubric discussion**

4. **Spring and Summer 2020 important dates:**

   - **March 20:** proposal goes to Department Heads for approval on 3/27 (then through governance)
   - **April 20:** contact department heads re: possible courses for Essential Skills
   - **April 28:** CFT begin work with faculty to complete course review documents (through July)
   - **May-August**: Essential Skills review committees review all course documents using rubrics and forward recommendations to Curriculum Development
   - **May-June:** CDCP Summer Institute
   - **August:** GETF resumes
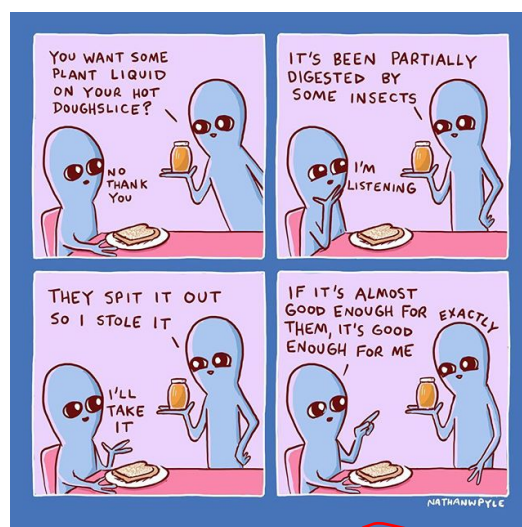
5. **Workgroups and ongoing tasks for spring/summer**
   - *All workgroups should make recommendations for updating the proposal by* **3/11**

   - Surveys and Focus Groups workgroup
     - o Analyze focus group and survey data
     - o Make recommendations for conference and/or course review process

   - Essential Skills Conference workgroup
     - Timeline for conference
     - Planning for CDCP Summer Institute, work with FCTL
     - Recruitment among faculty to share their classroom practices

   - Interdisciplinary Course Review workgroup
     - Fine-tune course review template and rubrics
     - Volunteer for "sample" course review documents for Department Heads 3/27
     - Recruitment among faculty from across disciplines for Essential Skills review committees (to begin in May)

6. **CBAM**

CDCP Summer Institute Agendas (2018-2019)

Guided Pathways
Cross Divisional Curriculum Planning
Summer Institute 2018
<u>General Education</u>
May 17, 2018
AGENDA

- Check-in, updates & snacks

- Goals for summer institute- 2018
  - o Mission statement
  - o Action items

- Large group discussion
  - o Current General Education Requirements (quick overview)
  - o **Q:** Should Gen Ed requirements be based only on the relevance of the program, or the depth and breadth needed for our students' development?

- Small group discussion
  - o **Q1:** How do the current Gen Ed requirements influence/impact your particular program?
  - o **Q2:** How does Gen Ed fit with the Pathway your program is in?
  - o **Q3:** What challenges do you see with the current Gen Ed requirements, especially with regard to your Pathway? What would address those challenges?

- Wrap-up/homework
  - o Review revised Mission Statement
  - o Review General Education at similar institutions (links in Canvas Group)

Cross Divisional Curriculum Planning
Summer Institute 2018
<u>General Education</u>

June 7, 2018
1:00 pm -- Klein Cube
AGENDA

- Check-in & Snacks
  - Pizza provided by Department of Allied Health

- Quick Updates & Review
  - Mission Statement
  - Gen Ed Comments from May 17 Meeting

- General Education Perspectives Beyond CCP
  - Middle States, PASSHE, & Other Gen Ed Models
    - How do external guidelines and standards impact Gen Ed at CCP?
    - What might we adopt or avoid from Gen Ed models at other schools?
    - How do we make Gen Ed clear and meaningful for our students?
  - Mixed Small Group Discussions

- A Model for Transparency & Integration of General Education
  - AAC&U / Teagle Foundation Grant
    - Ideas for Revised Competency Definitions
    - Syllabi, Catalog, and Course Revisions
  - Small Group Discussions by Academic Pathway

- Preparing for Next Meeting (June 14)
  - Meeting Wrap-Up & Review
  - Homework
    - Developing Drafts of Core Competency Definitions by Academic Pathway

Cross Divisional Curriculum Planning
Summer Institute 2018

<u>General Education</u>

June 14, 2018
1:00 pm -- Klein Cube
AGENDA

- Check-in & Snacks
  - Pizza provided by Department of Social Science (Thanks, Billy Love!)
- FYE 101 Outcomes (John Joyce)
- **GEN ED REVISION EXERCISE**
  - Review the **PASSHE and MSCHE** requirements
  - Divide into 6 groups, based on the MSCHE <mark>Essential Skills</mark>
    - Self-select (but try to mix it up)
  - Bring feedback on competencies that we already have (reference material?)
    - Overview of feedback from previous sessions
    - **HCSP, LART, CSCI definitions**
    - 2017 proposed Tech Comp revision
    - 6/7/2018 feedback
- Each group should draft a definition of their <mark>Essential Skill</mark> with the feedback in mind.
- Deliverables (and next session)
- **NEXT SESSION is in W2-48**

Cross Divisional Curriculum Planning
Summer Institute 2018

Next Steps on General Education, Transfer, and Curriculum Development

June 21, 2018
1:00 pm – <mark>W2-48</mark>
AGENDA

- Check-in & Snacks
- **UPDATE:** <mark>Gen Ed Essential Skills</mark> (from 6/14/2018) and general feedback
- **NEXT STEPS in General Education:**
  - CDCP Sub-Committee on General Education
  - Fall PD Week Planning
- **TRANSFER** (Sandra Gonzalez-Torres and Todd Jones)
  - Transfer Overview
  - Transfer Resources
  - Transfer Guides
  - **Large Group Discussion:** To what degree should transfer influence our redesign of General Education?
  - **Small Group Discussion:**
    - What are your experiences with transfer when working with students?
    - What are your experiences with transfer when working with transfer institutions?
  - **NEXT STEPS:** Interest in transfer guide workshops?
- **CURRICULUM DEVELOPMENT** (Amy Birge)
  - Process and Timeline
  - What to look for
  - What people are working on
  - **NEXT STEPS:** How to get the ball rolling
- **Session Feedback**

CDCP 2019 SUMMER INSTITUTE

Location: **Great Hall S2-19**
Date: **May 30, 2019**
Time: **1:00 – 4:00 p.m.**

AGENDA

Overview
- Where We've Been & Where Are We
- Goals and Outcomes
- Gen Ed Requirements vs Gen Ed Integration

Our Task
- Guiding Principles for Gen Ed Requirements
- Deliverables and Timeline

Group Activity

Discussion Questions for CDCP Summer Institute

For the next two sessions, we will review the general education requirements for six other community colleges and discuss their relative merits, taking note of what we'd like to emulate, improve, or avoid. These are all Pathways colleges that are similar to CCP in demographics and finances. We'll divide into **three groups**, and **each group will have two colleges** to study. Each group will make a **short presentation** and recommendations based on their review on June 13th.

You may find it useful to review more of the web page/catalog for the college in question. Please refer to the information sheet for that.

For our meeting on **Thursday, June 6th (Klein Cube)**, please review the general education information provided for **your group's two colleges** and answer the questions below.

1. Does the college include a definition, statement, or philosophy of general education? Would students find this useful?
2. Do the general education categories (e.g., communication or quantitative reasoning) seem **logical** and **relevant**? Why or why not?
3. Are the general education requirements **clear** and **easy** to understand?
4. What **structures** seem to be in place to assist students with general education (e.g., advisors, office of gen ed, department lists, etc.)?
5. Do the requirements **vary by degree type** (AA vs. AAS, etc.)? If so, do you think that is effective and/or appropriate? Is that something CCP should adopt?
6. Does this college do something **innovative** or **interesting** with general education that we do not? If so, what is that?

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7. In what ways are CCP's current general education requirements **better** than those at this college?
8. In what ways are this college's current general education requirements **better** than those at CCP?
9. Does this college use some kind of **graphic** to demonstrate general education requirements? Is it effective?
10. Do the general education requirements at this college expressly align to a particular **transfer school** or **statewide transfer agreement**? If so, how does that affect gen ed?
11. Do the general education requirements at this college expressly align to an **accrediting body**, e.g., Middle States or Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)? If so, how does that affect gen ed?
12. Comparing this college's general education categories to the **7 Essential Skills** that are part CCP's general education revision, What similarities and differences do you see?

Wrap up & Evaluation

Next Meeting: Thursday, June 6th: Klein Cube

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CDCP 2019 SUMMER INSTITUTE

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Location: **Cube**
Date: **June 6, 2019**
Time: **1:00 – 4:00 p.m.**

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AGENDA

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Check-in

MSCHE Expectations

Outline for Group presentations

- Introduce self & the schools
- Brief overview of Gen Ed requirements
- Compare/contrast with CCP Gen Ed
- Recommendations

Our Task

- Discuss answers to discussion questions
- Plan for presentation

Wrap up & Evaluation

Next Meeting: Thursday, June 13h: Klein Cube

CDCP 2019 SUMMER INSTITUTE

Location:	**Klein Cube**
Date:	**June 13, 2019**
Time:	**1:00 – 4:00 p.m.**

AGENDA

Check-in

Group Presentations

Small Group Activity
- Debrief on the highlights of the presentations
- Discuss CCP Gen Ed Model

Wrap up & Evaluation

Next Meeting: Thursday, June 20th: W2-47

CDCP 2019 SUMMER INSTITUTE

Location: **BR-24**
Date: **June 20, 2019**
Time: **1:00 – 4:00 p.m.**

AGENDA

Check-in

Task Force on Gen Ed
- Sign up
- Work involved

Brief Presentation
- A rough draft of the proposed Gen Ed Model with <mark>Essential Skills</mark>

Our Task
- Discuss in groups
- Degree Requirements and Gen Ed
- Graphics and Visuals
- Student friendly information

Wrap up & Evaluation