

Minutes

General Education Implementation Committee Meeting

January 13, 2004

104 Bynum Hall

Members in attendance: Dean Carolyn Cannon, Dean Karen Gil, Dean Thomas Tweed (Chair), David Lanier, Joseph Bray, Bobbi Owen, Clayton Koelb, Tom Bowers, Gary Pielak, Stephen Farmer, Glynis Cowell, Daniel Anderson, Guest: Stephanie Medwid

1. The meeting was called to order at 3:05 pm.
2. UPDATE ON THE ONLINE COURSE FORMS: Joseph Bray reported that the "Renumber All" online form was up earlier than expected and, so far, there have been no complaints. The "Revisions" form, which will include the options to add and delete courses, should be ready by 2/15/04. The routing process should be ready around the same time. The 2/16/04 deadline for departments may need to be changed eventually, but for now, the deadline is still in place.

At the next meeting, scheduled for Wednesday, January 28, 2004, Kelly Rowett and Joe Bray will give a demonstration of the revision and renumbering online forms. Stephanie Medwid will try to reserve a room on the second floor of Graham Memorial for this.

The Committee thanked Joseph Bray, and the other folks from AIS and the Registrar's Office, for doing such a great job with this complex project.

3. QUESTIONS REGARDING THE ONLINE COURSE FORMS: Bobbi Owen observed that some units have been finding courses they didn't know existed on the online renumbering form, since many courses are coming up as new when they are in fact old. She asked if there was a way to note that these are simply continuations of courses. She also asked what course of action should be taken regarding suffixes for honors courses (H). On that, the committee decided that the only suffixes that need to be kept are H and L. All other suffixes (with the exception of other suffixes, like A, that have designated Honors courses) can be deleted because the Registrar's Office does not recognize them anymore. Honors classes that may be taught again in the future should be kept, however. As a general rule, the Committee suggested the following principle: if the class has not been taught in five years and no one plans on teaching it again, it can be deleted. In other words, do not delete a class you will have to recreate soon. Yet this is a great time to "clean house" on course listings.

Dean Tweed reaffirmed his plan to create a FAQ option on the Implementation Committee web page to help deal with any difficulties with online submission process. Until now, there had not been enough questions to create the site, but now a few questions have arisen. The site will be created in the near future.

The Committee reconsidered whether it would be helpful to have summaries of unit's new course numbering schemes—an issue they considered earlier. Since the earlier concern—that it might be too much of a burden on departments—still seems relevant, for now we will not require units to submit a summary of their new course numbering plan. However, we will do so if that seems useful in the future.

4. **UPDATE ABOUT DOWNLOADING MATERIAL FROM THE UNIVERSITY BULLETIN:** David Lanier stated that course descriptions have been on hold, but they are now ready to contact Valerie Price from University Publications and begin the process of downloading the course information from the Bulletin.

5. **RETURNING STUDENTS AND CURRENT STUDENTS UNDER THE OLD GENERAL EDUCATION CURRICULUM:** Building on the assumptions and principles of the Curriculum Review Steering Committee, the Implementation Committee began to formulate policy about how to deal with undergraduates who will be enrolled during the transitional period and how to deal with students who return in future years to complete a degree. They moved toward a fuller policy by articulating two principles, which will be submitted to the Administrative Boards for review: 1) The new general education requirements will be in place for first-year students who enroll in fall 2006 (but not transfer students who enter that year); and 2) Applying the current guideline that a student needs at least 45 UNC Chapel Hill credit hours to earn a UNC Chapel Hill degree, a second working principle for dealing with returning students was articulated: in most cases, those with 75 credits or more from UNC Chapel Hill will have the option of either following the general education requirements in place when they first enrolled at Carolina (their catalog year); or, if they prefer, they can follow the current general education curriculum. In most cases, students with fewer than 75 credits must meet the new general education curriculum guidelines.

As the Committee discussed this policy, some members noted that other policies in the current Bulletin will need to be reviewed in light of the new curriculum. To address this problem, Bobbi Owen and Dean Cannon agreed to identify problems and propose solutions. They will download the current bulletin, highlight policies that may need to change, and submit that to Stephanie Medwid for distribution at the next meeting. The Implementation Committee will review these suggestions and then make recommendations to the Administrative Boards.

Among the policy issues that emerged, the Committee discussed the total number of majors and minors that should be allowed per student. Members had earlier decided on 3 majors and 3 minors, but some worried that some students might take advantage of this and declare a certain major just to take a course limited to majors. Once the Committee's decision is finalized, the total number of majors and minors allowed needs to be added to version 1.4 of the General Education Curriculum Proposal or recorded in another document listing new policies.

6. **TRANSFER STUDENTS AND THE NEW CURRICULUM:** As the Administrative Boards mandated in a memo of 3/7/03, the Implementation Committee began to discuss how to establish a policy that insures that transfer students who make reasonable efforts can meet the general education requirements. Dean Tweed suggested creating a subcommittee on this issue, and Dean Cannon and Stephen Farmer volunteered to serve on it. They will try to get in touch with others who might be concerned about the transition as well (including Beverly Foster, from the School of Nursing, and Gustavo Maroni, from Biology and Advising). At the 2/11/04 meeting, this subcommittee will present a report to the Implementation Committee that identifies problems and issues and proposes solutions and strategies.
7. **UPDATE ON THE FACULTY REVIEW PROCESS:** Dean Tweed will be giving a presentation to the divisional chairs and vice-chairs at a meeting on 1/14/04.
8. **UPDATE ON ALTERNATIVE USES OF THE "I" SUFFIX:** Stephanie Medwid and Matthew Brown are continuing to search for alternate uses of the suffix "I." They will report on the issue at the next meeting.
9. The meeting was adjourned at 4:40pm.