

# Minutes

## General Education Implementation Committee Meeting

February 24, 2004

011 Graham Memorial Building

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

1. The meeting was called to order at 3:00 pm.
2. UPDATE ABOUT ONLINE COURSE FORMS: Joe Bray reported that the programming team tested the Renumbering form routing system as “reviewer” and were able to move forward through the entire routing system. He expects that the “submit” function on the Renumber form may be ready by the end of next week.

The Committee discussed the Revision form and decided that even if the “submit” function was not ready, they would like the form to be online and accessible so that units can start entering and saving data as soon as possible.

Mr. Bray presented a diagram illustrating the complexity of the programming pathways of the online course forms. He reported that he is pleased with the work the programmers have done so far. They are working very hard and are dedicated to making the system more efficient.

Megan Keefe in the Registrar’s Office created spreadsheets showing the percentage of courses renumbered so far, sorted by college and subject. This helpful information was distributed to the Committee for review. Because units will not be able to submit the Renumbering form until they’ve taken action on *all* courses, the Committee decided to contact units that have not completed data entry. The Committee divided up the task of notifying these departments:

Dean Tweed will contact Religion, Public Health & History

Glynis Cowell will contact MONT & SEVI Study Abroads and Italian

Kelly Rowett will contact Pharmacy

Bobbi Owen will contact Music, Art, and Drama

Clayton Koelb will contact Jewish Studies

Stephanie Medwid in the Office of Undergraduate Education will contact the other units.

In turn, the Committee decided it would be helpful to notify and thank the units that successfully renumbered all of their courses. Kelly Rowett agreed to do that, and remind them that if they proposed course additions or revisions since then using the old method of course submission and review, they will have to submit those new numbers in the future.

Joe Bray wondered if, once the “submit” function on the Renumber form is ready, it would be worthwhile to ask a divisional committee to quickly complete the renumbering process to demonstrate how efficiently it can be done. The committee agreed that this might be a good idea, if one of the divisions can do it. The Committee suggested that Fine Arts Division (John Nadas) be contacted about this request.

Dean Tweed reported that he, Bobbi Owen, and Clayton Koelb met with the divisional leaders on February 12, 2004 to discuss the General Education implementation process. Dean Tweed expressed his thanks to the divisional chairs and vice-chairs for their willingness to do all they could to expedite the faculty review process, once the routing system is complete and the information has begun to make its way to their committees.

3. **DRAFTS OF NEW LANGUAGE AND POLICY FOR THE UNDERGRADUATE BULLETIN:** At the February 11, 2004 meeting, Dean Cannon, Dean Gil and Bobbi Owen presented a review of the Undergraduate Bulletin in light of the new curriculum. Upon hearing the report, the Committee agreed that much of the Undergraduate Bulletin would need to be updated or revised. The Committee decided to focus on three crucial issues, and for this meeting the following members drafted new language for the Bulletin, which eventually will be presented as recommendations to the Administrative Boards and the Educational Policy Committee:

Dean Tweed – Majors/Minors

Bobbi Owen – Professional School Hours/Auditing

Tom Bowers – Internships/Experiential Education

**Majors/Minors.** Dean Tweed presented a proposed description of breadth and depth in the undergraduate curriculum, including general education, majors and minors, and electives. He used the recommendations of Committee B (Subcommittee on General Education and Study in Depth) to frame the proposed new language. Overall, the committee supported Dean Tweed’s recommendations for revising the requirements for majors and minors, and made a few suggestions to further revise the language. That revised version of the proposal will be presented at the next meeting.

Dean Cannon suggested that we include language to clarify major requirements in terms of “Approaches.” She agreed to create new language to clarify this and present it to the Committee at the next meeting.

The Committee also suggested that “interdisciplinary” might also need to be more clearly defined. They tentatively agreed to define an interdisciplinary major as one that “requires at least 3 courses offered by other departments or curricula or cross-listed with other departments of curricula.” Kelly Rowett and Dean Cannon agreed to research how many majors this definition would include and present this to the Committee at the next meeting.

Because the proposed new curriculum will allow for up to 3 majors and 3 minors, the Committee will need to ask David Lanier to test whether the mainframe can handle 3 majors.

Stephanie Medwid will draft a description of the possible combinations of majors and minors at UNC-Chapel Hill.

The Committee agreed to continue this discussion at the next meeting.

**Internships.** Tom Bowers presented his recommendations to the Committee, and the Committee supported most of them, though it decided further reflection was needed. Some members proposed that the Committee will need to clarify the difference, if any, between “career internships” and “academic internships.” One of the major challenges is that academic internships with departments, curricula, or colleges do not usually allow for cross-field internships, that is, internships specifically designed to increase a student’s chances of employment in another area of study (e.g., the Classics major who seeks experience in business). Dean Tweed reported on the history and complexity of the internship issues in Arts and Sciences, and Clayton Koelb informed the Committee that the Educational Policy Committee is already dealing with closely related issues (students getting credit for activities not supervised by faculty). The Committee asked Dr. Koelb to take the issue of internships for credit to the EPC. He agreed and will report on the results of their conversations.

**Professional School Hours/Auditing.** Since the agenda was so full this time, Bobbi Owen agreed to present her recommendations at the next meeting.

4. **REPORT ON TRANSFER STUDENTS AND THE NEW CURRICULUM:** This Subcommittee (which included Carolyn Cannon, Stephen Farmer, and others) met last Thursday. They distributed a spreadsheet showing undergraduate transfer applications sorted by school and major, and presented a preliminary report of their discussions.

The subcommittee discussed which requirements transfer students and non-traditional students should meet in the new curriculum. The Committee agreed that if a student is at UNC-Chapel Hill to earn his/her second undergraduate degree, for instance in Nursing, he/she does not have to meet the new General Education requirements. The Committee agreed that we would also need to maintain the exception for the foreign language requirement, since the Implementation Committee needs to follow the articulation agreement. The Committee also agreed that most transfer students have already met the Physical Education requirement and should not have to fulfill that requirement here.

No other decisions were made at the meeting, although several proposals were considered. The Committee noted that the “Connections” requirements presented special challenges for transfer and non-traditional students. One member proposed that UNC-Chapel Hill could require transfer students/non-traditional students to fulfill only 4 or 5 of the 9 Connections requirements. Another member suggested that we could say that prospective transfers who have met some of our General Education requirements would be given more consideration by Admissions than those who have not.

The Committee agreed that at some point in the future, they will need to contact and consult with community colleges, high schools about UNC Chapel Hill's new General Education requirements.

The Subcommittee will meet again on Thursday, and they will report on their deliberations at the next Implementation Committee meeting.

5. The meeting was adjourned at 5:00pm.