Minutes of the General Education, Overlay, and Code Subcommittee  
April 24, 2019  
SF 328  
2:00 pm – 3:50 pm

Present: Caron Inouye, Julie Glass, Steve Peng, Meiling Wu, Eileen Barrett, Vanessa Yingling, Patrick Fleming, Sharon Radcliff, Ryan Lampe, Linda Smetana

Absent: Mitchell Watnik
Guests: Cierra Fabrigas, Peter Marsh

Glass Called to order at 2:03 PM

1. Approval of the agenda. (M Fleming/S Barrett/P.) Agenda amended to add MUS courses up for review to the top of the agenda, because guest Peter Marsh was present and able to answer questions/address concerns re. MUS 121 and 304.

2. Approval of the Minutes from April 10, 2019. (M Fleming/S Peng/P)
   a. M. Wu requested an addition to section 4b to include the statement from L. Bliss that the primary reason for rejecting MLL 212 for A3 was that the proposal was not submitted on by the deadline nor was it submitted using the correct Curriculog form. Bliss indicated his support of diversifying the course options for A3 so that there is more than one course option for A3 at CSUEB.
   b. Approval of Minutes as modified. (M Glass/S Fleming/P with one abstention).

3. Reports
   a. Chair. Glass updated GEOC regarding the GE Task Force Report. Glass, Inouye, and Watnik met with Linda Ivey and Bridget Ford from History at the time the open forum was originally slated (this open forum was cancelled, because it is premature--the feedback requested cannot be collected until after ASCSU votes on the acceptance of the GETF Report). Ivey and Ford requested that specific language re. AIR be added to the campus resolution document. At Senate on 4/23/19, Ivey requested that Senate add a resolution to reject ASCSU’s acceptance of the report due to the perceived lack of shared governance in the TF process. (Inouye notes that many members of the GETF were faculty members.). Glass indicated that the ASCSU wants to do a review of systemwide GE (this was the reason for the formation of the GE Task Force in the first place). Glass noted that a system-wide, holistic approach to GE should include a consideration of all the components that should be incorporated to the “non-major” component of a student’s academic program. Should AIR stand alone outside of GE? Glass called attention to the fact that our campus’ policy re. AIR is already in alignment with the GETF Report Model, because we require 6 units of AIR (a two-course requirement), one course (3 units) of which may be double-counted with GE. Many campuses do not have 6 units of AIR, only 3 units which are double-counted in GE. Inouye and Wu re-emphasized the importance of reading the full GETF report.
b. **GE Director.** Inouye has ensured that the appropriate syllabus revisions had been made to HIST 321, HIST 393, and HIST 473 and all have been posted to Curriculog, so that these courses can all move forward to CIC. Inouye announced that she is working with Sarah Aubert to create a GE/Overlay Course Renewal Request Form for Curriculog.

4. **Business.** (Approvals are unanimous unless stated otherwise.)
   a. **MUS 121.** (M Barrett/S Yingling/P) to approve for online delivery. There was discussion of this course with Peter Marsh present to field questions/concerns. Barrett: not enough information on the syllabus provided for how it would work for students to be an online course. Inouye: GE C1 outcomes must be explicitly stated on the syllabus. Glass: it is not clear how the assignments/activities as described are done online. Marsh: syllabus provided is a draft; the actual syllabus provided to students will be much more detailed; the course has yet to be offered online. All outcomes will be met; this course deepens the understanding of music through the experience of music; online components include discussion boards, videos/recordings, exams--all administered through Blackboard (Inouye prompted this info for clarification). (M Wu/S Radcliffe/P). **Substitute motion to approve pending modification to justification with Inouye delegated authority to approve upon uploading new evidence.**
   b. **MUS 304.** (M Glass/S Fleming/P) to approve for online delivery pending evidence of how outcomes/course criteria (particularly, oral communication and collaboration) will be met online. Inouye delegated authority for final approval upon uploading new evidence.
   c. **HIST 481 for C4 and Diversity Overlay.** Removed from agenda, as it was not submitted by the deadline. This course should be re-submitted for review for 2020-21.
   d. **HSC 250.** (M Glass/S Barrett) to approve for online delivery. Discussion: This course originally rejected due to lack of online syllabus. However, Inouye received and posted syllabus for hybrid/online the morning before the previous GEOC meeting on 4/10/19. Inouye was told via email that on-ground components will be administered via Blackboard and SmartSparrow, but this info must be documented on the syllabus for the record. Approval pending modification to syllabus to reflect how on-ground components will be delivered and GE outcomes will continue to met online. Inouye delegated authority for final approval upon receipt of revised syllabus.
   e. **HSC 300.** (M Glass/S Wu) to approve for online delivery pending modification to syllabus to reflect how on-ground components will be delivered and GE outcomes will continue to met online. Inouye delegated authority for final approval upon receipt of revised syllabus.
   f. **HIST 394.** Tabled with consultation by Inouye. Feedback: “verbal” not synonymous with “oral.” Syllabus may not be consistent with GEOC outcomes.

5. **Discussion**
a. **Course revision requests for online delivery.** Glass stated that GEOC should request syllabus annotated for online delivery if a separate online syllabus is not presented. Yingling emphasized that the Online Campus (and QOLT/QM resources) has robust, thorough guidelines for online syllabi, which GEOC should look into for guidance on what we should be looking for in online delivery of GEOC courses. Barrett stated that GEOC should focus on the learning outcomes and how they will be met online. Glass indicated that, moving forward, GEOC should request an updated GEOC course approval form (not necessarily a course syllabus) annotated for online delivery. Inouye suggests that course approval forms need to be amended. Barrett noted concern over the archival of all course learning outcomes and stated that Sarah Aubert created/captured the SLOs for all courses archived in the Catalog, as Course Outcomes by College available here: [http://catalog.csueastbay.edu/index.php?catoid=23](http://catalog.csueastbay.edu/index.php?catoid=23).

b. **Course renewal procedures and policy.** Inouye: need to let departments know ASAP of the process and timeline for renewal of GEO courses. There are 13 GE areas (B3 considered with B1 and B2) plus 3 overlays. Glass: a courses reviewed on a given GE schedule should also be reviewed for their given overlay. Inouye: start with B1, B2, B3 for 2019-20? Glass: Renewal based on as close to \(\frac{1}{5}\) of all GE courses per year. Fleming: C4 alone constitutes nearly \(\frac{1}{5}\) of all GE courses. Glass: departments should submit a portfolio with updated GEOC course approval forms and sample syllabi for all modes of delivery. Inouye and GE Office will provide accurate account of total numbers of all GE courses by area/overlay.

c. **Climate Neutrality (Time Certain 3:00PM).** Glass: GEOC should respond to the request from CIC to consider the Climate Neutrality Proposal. GEOC will draft a response to CIC to reflect GEOC’s sentiment that no new changes should be made to the overlay requirements or GE so soon after EO 1100 revised, EO 1110, and semester conversion. Final draft response will be considered by GEOC on its last meeting on May 8. (M Glass/S Wu/P).

6. Adjournment (M Glass/S Fleming/P) at 3:45PM.