

SUNY Broome General Education Committee Meeting AGENDA Tuesday, September 19, 2017 3-4:30 pm  
Location: NSC 207-G

Voting members present: S. Ohl, P. Evans, J. Prindle, E. Heard, K. McLain

Excused absence: E. Brand

Non-voting members present: P. Troshan, Dawn

- I. Call to order 3:05
- II. Course Proposals a. Professor Pamela Troshan presenting ASL 110 and ASL 210 on behalf of Dr. Tuong Nguyen
  - a. SUNY Gen Ed guidelines have changed in regard to ASL courses. When ASL 110 was presented to the committee last year, the committee was unable to move forward on the proposal due to the SUNY Gen Ed guidelines. Now that guidelines have changed the committee is taking the application into consideration based on last year's paperwork.
  - b. Professor P. Troshan explains how ASL 110 and 210 meet the guidelines.  
Ex. How they teach deaf culture, etc.

K. McLain asks about the assessment schedule including specifics for what will be assessed and criteria used. It was explained this is part of our new process and a requirement for courses to move forward. K. McLain will send an email to Tuong. To be discussed further during the 2 week waiting period before a vote is cast.

- III. Review and approval of minutes (9/12/17)  
Approval vote: S. Ohl 1<sup>st</sup>, J. Prindle 2<sup>nd</sup> (5/0/0)

#### IV. Updates

- a. SLAC meetings are held during class time for K. McLain. K. McLain will attend this Friday, but cannot attend all. This meeting should be attended by someone on the Gen Ed committee.  
J. Prindle motions, Approval vote (5/0/0)
- b. Approval archive: committee members will have access to archive area on website, member access will change as committee members change.

An addition to the website will be made defining the time frame by which a proposal must be submitted to the committee in order to be considered at the following meeting.

#### V. Unfinished Business

- a. Distribution list: The distribution list has been updated by removing The Director of Financial Aids and Academic Advising .
- B. By-law revisions/vote: By-laws were discussed at length with the main focus on the yellow highlights that Kim had suggested as additions to the current By-Laws. Some wording was

deleted, some additional language added. After discussions a motion was made to approve the By-law changes. S. Ohl 1<sup>st</sup>, J. Prindle 2<sup>nd</sup> Changes were approved by a vote of (4/0).

Kim will update the website with the newly approved By-laws.

c. Rubric development for assessment of courses. Focus was on By-laws and so we will need to further discuss Rubric development.

#### VI. New Business

a. Call for new business. No discussion.

VII. Adjournment: We adjourned around 5:00 PM.

Respectfully submitted,

Erin Heard; Steve Ohl completed minutes upon Erin's departure.