

**SUNY Broome Community College  
General Education Committee Minutes  
2/17/22**

College Vision: **Learning today, transforming tomorrow.**

**SUNY Broome Mission: SUNY Broome Community College supports all members of the learning community by creating access to inclusive, diverse educational experiences. Success is achieved through the provision of innovative academics, transformative student support, and meaningful civic and community engagement.**

Institutional Values: **INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY**  
**Thursday, February 17, 2022, 3-4:30 pm**  
**Via Zoom**

**Vision: LEARNING TODAY, TRANSFORMING TOMORROW**

Voting Members Present: H. Bartlett, C. Church, B. Dawe, L. Heron, K. Moyer, C. Tokos

Non-Voting Present: J. Anderson, D. Berchtold, S. Gibble, P. Haynes, K. McLain, M. Stamets

**I. Call to order**

**II. Minutes from 2/3/22.** Motion to approve: C. Church, 2<sup>nd</sup> H. Bartlett. Vote: 6, 0, 0

**III. Course Deactivation**

a. SOC250

This course is not needed as a Gen Ed.

The question was asked whether any programs use it as a required course. Human Services does, but H. Bartlett did talk to C. O'Hagen about the deactivation and she said it was okay to deactivate it. It simply does not meet the Gen Ed requirements and won't be able to meet the new Gen Ed requirements. It is a professional course—social work—it is not general social science.

As we deactivate these courses, we just need to make sure that programs still are meeting the 30 credits in SUNY Gen Ed approved courses.

**IV. New Business**

a. Dr. Kim McLain, update from Institutional Effectiveness & Enrollment Planning

P. Haynes and K. McLain wanted to thank H. Barlett, B. Dawe, and K. Moyer for the Broome Zoom presentation.

b. Nominations for Chair

H. Bartlett nominates L. Heron. L. Heron accepts the nomination. Vote: 6, 0, 0

K. Moyer will continue as secretary for next year.

c. Revised forms for Gen Ed Courses

Do we need Readings?—this was required by SUNY, but not needed any longer.

These issues should be brought up with Curriculum Committee—if required by Curriculum Committee, then we don't necessarily need to look at it.

What if take off Readings and Topical Outlines, but require a syllabus?

Question about whether everyone actually includes all this information on the syllabus.

Supposed to—Middle States requires

What about courses where there are multiple sections taught by different instructors?

Could send a sample syllabus and in the presentation could discuss the variations that might occur between instructors.

Get rid of reading, but ask for either topical outline or syllabus?

Keep topical outline, get rid of reading list and syllabus request

Question about whether we need “sponsor proposer and department”

Explained reason for the categories

d. Mission Statement

Worked on drafting a statement. K. Moyer will send out the draft in a Google Doc for people to review and work on before the next meeting.

e. ILOs

K. Moyer will also send out the link to our current ILOs and the new SUNY Gen Ed requirements so we can begin to think about possible revisions of our ILOs and measurable statements before the next meeting.

f. New General Education Requirements Plan

The timeline given during the Gen Ed presentation was reviewed: program and course review to take place this semester, so that revisions can come through Gen Ed and Curriculum Committee by the end of Fall 22 to be in the catalog in Spring 23. This way AA and AS programs will be set to meet the new requirements in Fall 23. AAS and AOS have until Fall 2024 to complete the process, but should also be starting now.

**V. Call for New Business**

**VI. Adjournment** 4:29pm

*Respectfully submitted by K. Moyer*