

SUNY Broome Community College
General Education Committee Minutes

9/22/22

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, September 22, 2022 3-4:30 pm Via Zoom

Vision: LEARNING TODAY, TRANSFORMING TOMORROW

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

Non-Voting Members Present: J. Anderson, D. Berchtold, D. Brennan, S. Gible, K. Doherty, K. McLain, C. Ochola, R. Petrus, M. Stamets

I. Call to order. 3:02pm

II. Minutes from Sept. 8, 2022

Motion to approve with changes mentioned: A. Glenn, 2nd B. Dawe, Vote: 6, 0, 0

III. Announcements

a. Open Letter on Shared Governance and Gen. Ed. -Emailed to group Sept. 13

Briefly went over what the document states. There was no discussion or questions about the document.

b. Guidance on DEISJ courses – Emailed to group on Sept. 9

Briefly went over what the document states. There was no discussion or questions about the document.

c. Possible CAI presentation—discussed along with possible CC presentation

d. Possible Curriculum Committee presentation

Last spring members of the committee presented at a Broome Zoom and at CAI. K. McLain had suggested to L. Heron the possibility of doing another presentation at CAI this semester.

B. Dawe suggested just going directly to chairs and or divisions—especially those whose classes aren't submitting the paperwork to come through the committee with course revisions.

D. Berchtold was at the last CAI meeting and reported that it was requested that there be an update as to what changes have already been made to courses to help as people are working on revising programs. So we don't necessarily need to do a full presentation on the Gen Ed changes as we did in spring, rather just an update on what has been done so far.

Question: Do we know how many program maps have been updated?

K. McLain: there have been discussions about how we are going to track the changes that have been made. Deans will work with faculty chairs to fill out a sheet showing the changes. This will then be sent to P. Kelly and will be shared with this committee so we can keep a running track. Statements will be added to the bottom of the sheets that will let us know if there are changes that require going through Curriculum Committee, or if no other steps are needed, etc.

Perhaps take the list of the most common Gen Ed courses and directly email the Chairs of those departments, with the Deans copied, to find out if they plan to revise the courses (and remind them they need to come through Gen Ed and Curriculum Committee with the changes) or if they are set and will be de-Gen Eding the courses.

K. McLain proposed that the committee do another set of presentations at Curriculum Committee and CAI—just a quick reminder of what needs to be done, what the process is, and what has been done already.

L. Heron will set up presentation with Curriculum Committee and CAI, along with checking in with the Chairs to see if they would like their own presentation from us. Emails will also be sent individually to Chairs to ask about their specific Gen Ed courses.

The committee will do electronic votes on course revisions in the week between meetings. This will take 1 week off the timeline of the process course approval.

IV. New Course Proposal

V. Course Revisions

- a. CHM 141 and CHM 142 (CHM 142 was revised and submitted with new language on 9/19)

CHM 141

D. Brennan: Adding in the new SUNY language for outcomes from the Natural Science category. Also combining the lecture and the lab into one course at the same time. There were also some minor course description changes just to update everything while going through this process

Compliments on the departmental SLOs—nicely written.

Thanks given to the committee for looking over the paperwork and the suggestions that were given.

CHM 142

D. Brennan: These revisions also combined the lecture and lab courses. Changes to the catalog description helped to make the differences between all of the CHM classes clear. Added in the SUNY outcomes and made some changes to the departmental SLOs as well.

Question: It was noticed that in the description the courses are listed as Gen CHM and Bio Chem courses for Health services students—which population is taking these classes?

Mostly nursing students. But it is more appropriate to Health Sciences students rather than General CHM 145 and 146 because CHM 142 does cover some of the organic chem necessary for students going into medical fields. CHM 141 and 142 match up more closely to BU's Gen Chemistry courses because of the inclusion of organic chem, although BU will accept CHM 145 & 146.

Will vote on these courses in 2 weeks.

Discussion of the process and the timeline—specifically a question about why we are waiting 2 weeks to vote after the discussion today.

The reason is that the 2 weeks allows time for comments from the college as a whole before we vote on the approval of the courses.

Courses can be submitted to CC before the Gen Ed committee votes, but can't be voted on at CC until after Gen Ed votes to approve the proposed revisions. When there are just changes being made to SLOs, then they go to CC on the consent calendar and can be voted on without the 2 week advance notice needed.

Question: With the revisions, the courses have been approved by the department and Dean, then presented here at this committee....who on campus will have anything to say about these courses? When there are no concerns, such as with these CHM courses, is the waiting period really needed? When new courses come through, then the waiting period would be more appropriate and needed.

Concerns of following one procedure for some classes and a different one for others.

Reviewed and discussed our by-laws. If we want to make the changes suggested, we would need to revise the by-laws (specially #6-7 under course revision process). Although special meetings can be called by the Chair as needed, so going forward this fall, L. Heron will call for a special meeting of an electronic vote on course revisions that have been presented to the Gen Ed committee and there are no concerns with proposed revisions.

Discussion of process used in the past when a special ad-hoc committee was formed between Gen Ed and Curriculum Committee to shorten the process. There were some concerns that there were issues with some of the courses that went through the shortened process. Plus the time spend to set up the committee would take too long to use in the time frame we would need it to be done in, so this would not be feasible this fall.

VI. New Business

a. Dr. Penny Kelly—not present

b. Dr. Kim McLain

ILOs have been approved through the campus committees and will go to the BOT for approval and then they will be official and can be applied.

c. Information Management Toolkit (Information Literacy Core Competency) any updates?

K. Moyer shared that the Eng department has started talking about this within the department.

Discussion of setting a deadline for a decision so that we can move forward. The process would be that the Eng department will make a recommendation to Gen Ed and then this committee will make a recommend to P. Kelly for a product to purchase. K. Moyer will coordinate with Eng and R. Petrus to set up a demonstration of the products. A trial for each will also be set up for the Eng department to play around with before their Professional Development Days on Oct 17 and 18th. Then they can move forward with a recommendation to the Gen Ed committee.

VII. Call for New Business –None

VIII. Adjournment **4:25pm**