

**SUNY Broome Community College  
General Education Committee Minutes  
12/9/21**

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, December 9, 2021, 3-4:30 pm**  
**Via Zoom**

**Vision: LEARNING TODAY, TRANSFORMING TOMORROW**

Voting Members Present: H. Barlett, B. Dawe, L. Heron, K. Moyer, C. Tokos, C. Church (joined late)

Non-Voting Members Present: D. Berchtold, S. Gibble, A. Glenn

**I. Call to order**

**II. Minutes from 11/18/21** Motion to approve, H. Bartlett, 2<sup>nd</sup> L. Heron, Vote 5, 0, 1 (absent)

**III. Vote on Course Revisions**

- a) PHS112
- b) PHS116
- c) PHS117

K. Leet replied to our questions from last meeting via email: Yes all SLOs are needed to capture the SUNY requirements. All SLOs are needed to meet the requirements for ILO 4  
A. Glenn elaborated that all three SLOs need to be demonstrated in order to demonstrate scientific reasoning.

Motion to approve all 3 courses at the same time: H. Bartlett, 2<sup>nd</sup> L. Heron, Vote: 5, 0, 1 (absent)

Motion to approve all 3 courses: H. Bartlett, 2<sup>nd</sup> L. Heron, Vote: 5, 0, 1 (absent)

Brief discussion of the need to clarify for people across campus what the different acronyms means (ILO, SLO, etc) and what each one is in order to help make the process easier.

The information is out there, part of it is a matter of simply needed to do the work with assessment and to have conversations about assessment and Program reviews.

Possibly a discussion to have in Division Council meetings.

**IV. New Business**

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

Continuing the work with pathways. There have been 2 meetings since the last Gen Ed meeting. Two goals for this year—focus on two specific programs: Marketing Management and Sales programs and Health Services. Have done some exercises to look at the process from a student's perspective to see how clear or confusing it might be. We're currently giving students lists of courses by abbreviations with no clear explanation. Trying to make the whole process easier for students. There is also work being done with the concept of Meta-majors—group of majors that are similar and come up with a common first semester that would work with all the majors within the meta-major grouping. Help students to still change majors, but without losing too much time or credits with classes that aren't needed or classes that are dropped.

In the future the Gen Ed committee will probably have a lot more conversations about the Gen Ed options for different pathways.

P. Haynes will most likely attend the first Gen Ed meeting in spring to task us with rolling out the new SUNY Gen Ed requirements and educating the campus. We will also need to re-examine our current Gen Ed courses to see if they still meet the requirements—starting with the AS and the AA degrees first.

Academic Master Plan is being worked on, program-demand gap assessment done to see what programs we need to foster, maybe new certificate programs, etc.  
(business/community needs vs what we offer)

b. By-laws and Mission Statement

Briefly went through some of the changes, but the document was sent out to the committee ahead of the meeting, so a full discussion of each change was not needed. B. Dawe will complete the suggested changes after the meetings.

Mission Statement was discussed and revised. All changes will be sent out to the committee before our next meeting at which time we will vote on the changes.

c. ILOs

Need to add ILO 7 to our master list of classes that meet the ILOs, as well as the courses that have been revised to meet ILO 7 (courses H. Bartlett put through the committee and the music course B. Dawe revised)

Are there any courses in existence right now that meet ILO 7 as they stand now? BUS 215 was mentioned.

Once all revised courses have been fully approved, this list will be published on the website for the campus.

## V. Call for New Business

Think about who may want to run for Chair and Secretary. B. Dawe can't run again, K. Moyer could be Secretary for the final year in her second term. The Chair serves a 3-year term.

The position of Chair comes with 3 hours of release time.

We will discuss and vote at the first meeting in Spring.

H. Bartlett—looking at the timeline for course revisions and matching new SUNY Requirements to our ILOs (and then to courses). How specific do we want the SLOs to be in regards to what SUNY is

asking? He is looking to have the discussions with his department in spring, so wants our thoughts now.

A process to do meet the requirements will be developed very early in the Spring semester—this will be part of what P. Haynes will discuss with the committee at our first meeting in spring. This may be an argument for us to not change our ILOs too much. We can probably combine numbers 1 and 7 to make things easier for programs to meet.

**VI. Adjournment** 4:35pm