

## TCC General Education Committee Meeting Minutes

**Date:** Friday, January 24, 2020

**Time:** 1:00 pm

**Location:** Chesapeake Campus, New Academic Building, Room 4318

### **In attendance:**

Duffy, Debra (SL); Ferguson, Jennifer (AA); Fitzgerald, Heather (Librarians); Harris, Elizabeth (adjuncts); Kiracofe, David (CT); Mendonsa, Don (QL); Tedrow, Lara (CE); Thiele, Douglas (WC)

**Absent:** Bryant, Sandra (PR); Frank, Greg (Dean); Goudy, Rhonda (Counseling)

### **Guests in attendance:**

Denison, Mark (MUS, N); Frederick, Mark (Acting Director of the VAC); Napier, Alison (ART, VAC and Online); Ragno, Kerry (Arts & Humanities Pathway Dean, N)

### **Meeting Summary:**

- The General Education Committee (GEC) met on January 24<sup>th</sup> and quorum was established.
- The Committee discussed the Humanities General Education Transfer Elective courses: ART 101, ART 102, ART 201, ART 202, MUS 121, MUS 122, and MUS 221.
- The Committee asked questions of faculty and provided feedback, however due to incompleteness and irregularities of the submitted documents, the Committee deferred making a recommendation about the ART and MUS courses.
- Re-submission of documentation was requested before the May meeting. Upon receiving the documentation on the courses, the GEC will complete the course reviews and make a recommendation.

### **I. Call to order**

- David Kiracofe called the meeting to order at 1:06pm.
- Quorum was established.

### **II. Guest speakers**

- None

### **III. Minutes**

- The November minutes were approved with no dissenting votes or abstentions.

### **IV. Reports**

- None

### **V. Open Business**

#### **A. Update on Transfer Virginia**

- Jennifer Ferguson provided and a list of approved Passport courses. <https://tinyurl.com/TransferVA>
- The Passport is a 16-credit hour course list that transfers to four-year schools in Virginia as lower level general education courses.
- An email was sent to faculty in December listing ways to provide feedback about Transfer VA.

#### **B. General Education Course Proposal and Review Worksheet (Revision)**

- The Committee was reminded that the General Education Course Proposal and Review Worksheet was amended in October of 2019 to provide clear instructions for compiling the documentation necessary for a course to be reviewed by the GEC.

- When a course is selected for review, the document is provided to the Dean but also is available under “Resources” on the GEC’s website <https://www.tcc.edu/about-tcc/governance-committees/general-education-committee/>

### C. Proposed Review Schedule for remaining Humanities Courses

Course(s)	Review Date by GEC	Deadline for Submission of Packet Materials
FRE 101, GER 101, RUS 101, SPA 101, 102, 203	February 14	January 31
CST 141, 151, 152, 229 ENG 125, 211, 241 ASL 101, 102, 125	March 20	March 6
HUM 201, 202, 246, 256, 260	April 10	March 27
REL, ART, MUS (courses re-submitting documentation)	May or June	Before May

## VI. New Business

### A. Review of ART Courses

- Adjunct faculty member Alison Napier (ART, VAC and Online), Mark Frederick (Acting Director of the VAC), and Kerry Ragno (Arts & Humanities Pathway Dean-N) were present to answer questions regarding the review of ART 101, ART 102, ART 201, and ART 202 as both general education courses and approved transfer electives.
- The Committee asked questions of faculty and provided feedback, however due to incompleteness and irregularities of the submitted documents, the Committee deferred making a recommendation about the ART courses.
- Specifically, the GEC asked for syllabi to be reviewed/updated for uniformity (correcting typos and adding missing information such as identifying core competencies) and a larger sample of assignments with accompanying Authentic Assignment Tools (AAT).
- Re-submission of documentation was requested before the May meeting. Upon receiving the documentation on the courses, the GEC will complete the course reviews and make a recommendation.

### B. Review of MUS Courses

- Full-time faculty member Mark Denison (MUS, N) and Kerry Ragno (Arts & Humanities Pathway Dean-N) were present to answer questions regarding the review of MUS 121, MUS 122, and MUS 221 as both general education courses and approved transfer electives.
- The Committee asked questions of faculty and provided feedback, however due to incompleteness and irregularities of the submitted documents, the Committee deferred making a recommendation about the MUS courses.
- Specifically, the GEC asked for syllabi to be submitted by multiple faculty and a larger sample of assignments with accompanying Authentic Assignment Tools (AAT).
- Re-submission of documentation was requested before the May meeting. Upon receiving the documentation on the courses, the GEC will complete the course reviews and make a recommendation.

**VII. Next Meeting(s)**

- The next meeting will be on Friday, February 14<sup>th</sup> from 1-2:30pm, Chesapeake Campus, New Academic Building, Room 4318.
- Future meetings: Feb. 14, Mar. 20, Apr. 10, May 8

**VIII. Adjournment**

- The meeting adjourned at 3:10 pm.

Submitted by  
Heather Fitzgerald