

**MINUTES**  
**General Education Committee**  
**January 31, 2020**  
**2:00 – 3:30 p.m.**  
**VL 216**

**Members present:** Paul Delaney (Professor of English), Michelle Hardley (Registrar), Michelle Hughes (Chair and Professor of Education), Tatiana Nazarenko (Dean of Curriculum and Educational Effectiveness), Steve Contakes (Professor of Chemistry and Committee Chair)

**Absent:** Jana Mayfield Mullen (Co-Director of the Westmont Library)

- I. **Prayer** – Michelle Hughes
- II. **The minutes from January 17, 2020 were approved.**
- III. **First Year Pilot Proposal:** Tatiana reported that Mark Sargent is financially ready to support tutors but not a first-year course/pilot that requires load changes/class size changes. Theresa Covich gave Tatiana input that tutors can continue to work with small groups of students. Tutors can work 6 hours a week and Theresa can work with professors about what they need (Jim Taylor, Mark Nelson in Philosophy). Alister Chapman in History is working on a successful tutoring model for his classes and is gathering more information from Sandy Richter. Michelle Hughes talked with Holly Beers, Caryn Reeder, Telford Work and Sandy Richter about OT/NT tutoring needs. Michelle shared common themes from her discussions: professors support additional tutoring opportunities, yet it is clear that one size or approach to tutoring does not fit all. Each professor needs the freedom to design tutoring specific to their class. Discussion continued around requiring students to go to X number of tutoring sessions. The Committee feels the initial pilot proposal is still valuable and there is a need. Should the next step be a referral to Eileen and the Center for Student Success? Could we pilot one new student cohort/class (i.e. one OT or NT class) with additional tutoring support? Are there interested professors? Tatiana will ask the History and Philosophy Departments. Steve will talk to Bill Nelson. Michelle Hughes will follow up with Religious Studies.
- IV. **RIL Syllabus Audit:** Each committee member will review syllabi for our next meeting. Tatiana will put the assignments and rubric on the google drive.
- V. **IS 122 Syllabus and Course Outline:** IS 122 revisions were shared for Technology and European Society for the fall 2020 Europe Semester. The syllabus has been strengthened with outcomes, an added textbook, paper

expectations, and a revised course outline. Steve will ask the professor to share/add how goals will be assessed.

- VI. IS 123 Syllabus:** The Committee recommends revisiting the GE category to include Working Artistically? The Committee asks that the instructor use/revisit the Westmont syllabus GE template for this course. Is the reading expected before the Europe trip? The Committee suggests strengthening the assignments with added description. How will students achieve each outcome? The instructor should add page numbers. Steve will follow up.
- VII.** Discuss CUPA Assessment at next meeting on 2/14/20.

Respectfully submitted,

Michelle C. Hughes