

**UNIVERSITY OF SOUTH FLORIDA**  
General Education Council  
Minutes of April 15, 2013

Present: Karla Davis-Salazar (chair), Manish Agrawal, Dan Belgrad, Annette Christy, William Cummings, Jeff Cunningham, C. David Frankel, Marty Gould, Chung Seop Jeong, Denise Maguire, Mariam Manzur-Leiva, Audrey Powers, Sandy Reynolds, Scott Rimbey, Stephan Schindler, Susan Silver, Gerald Woods

Absent: Sandy Czerwinski (excused), Mary Fournier, Alison Oberne, Audra Parker (excused)

Guests/Ex Officio/

Resource Staff: Janet Moore (UGS), Sue RiCharde (UGS), Arnie Mejias (Honors College), Kevin Yee (ATLE)

1. Welcome and Announcements
  - a. The meeting was called to order at 3:02 pm.
2. Approval of Minutes
  - a. The minutes from the April 1, 2013 meeting were approved with two minor corrections.
3. Old Business
  - a. Statewide General Education Project Update
    - i. Karla Davis-Salazar reported on the statewide general education requirement revisions that are still being moved through various committees in the state system. No final decisions have been made at this time.
  - b. ESC 2000
    - i. This course was being considered for FKL/general education; however the Geology Department and the College of Marine Science are rethinking their FKL offerings. This is now on hold.
  - c. QEP
    - i. Karla Davis-Salazar and Janet Moore reported on their recent trip to FIU where they learned about their global learning initiatives, including their QEP topic: Global Learning for Global Citizenship. FIU requires one lower level global learning course and one upper level global learning course for every student. They have three very clear global learning outcomes: global perspective, global awareness, and global engagement. They offer workshops for their global learning faculty. They have 'Tuesday Times' lunches where students and faculty gather in a casual setting and discuss current global events.
4. New Business
  - a. Common Reading Program
    - i. Janet Moore reported on the new USF Common Reading Program, which will begin in Fall 2013. It will mostly involve incoming first year students, but plans are for this program to eventually grow to involve all levels of USF students. Each new student will receive (as a gift) the book *The Immortal Life of Henrietta Lacks* by Rebecca Skloot at their orientation session this summer, and they will be requested to read it. The handout, "USF's Common Reading Program – One Book, One Community," was presented to the council, which is a draft overview of the program and the preliminary plans for AY 2013-2014. The idea is for this

to be a 'common intellectual experience which will generate discussion, promote critical thinking, and instill a sense of community among students, faculty/staff and alumni (this excerpt was taken from the draft overview).' The book will be integrated into the curriculum of First Year Composition classes and University Experience classes. Janet Moore asked the council members to consider volunteering to read the book and then include it in their respective curricula as well. The book selection involved faculty, staff, and students in both Student Affairs and in Academic Affairs, and has approval from the President and Provost. The books are in the process of being purchased via Barnes and Noble/USF Bookstore.

ii. Discussion points:

1. There was a question regarding the Honors College already having a similar program in place. It was reported that the Honors College has agreed to utilize Skloot's book in their shared reading experience in AY 2013-2014 as well.
2. Suggestions of possible events tied to the book included: staged readings, a film series, related poetry-writing events during National Poetry Month; print-making events to further involve the arts, events similar to TED talks, and a speaker series to include health experts and possibly the author and the family members of Henrietta Lacks (it was pointed out that the author was already a guest at USF in 2011, which makes her already familiar with the University of South Florida and the area).
3. Kevin Yee of ATLE (Academy for Teaching and Learning Excellence) offered their office as a location for faculty to pick up information on the book and the Common Reading Program.
4. Audrey Powers suggested adding a link to the USF Library's website that would include information related to the Common Reading Program and related events.

b. Assessment Policy

- i. Karla Davis-Salazar asked the council for their input regarding the wording currently used in FKL course approval letters and FKL course recertification approval letters, which is: *"Please note that all courses in the FKL Core Curriculum are expected to participate as needed in the continuing university assessment of general education. Courses are randomly selected to provide assessment data for FKL program assessment. Efforts are made to utilize a process that can be integrated into the course and minimize interruptions to the academic process. Reasonable efforts to participate in future assessments are expected for recertification in the FKL Core Curriculum. Please know that you may be contacted by a Faculty Assessment Coordinator in the near future requesting your participation."* She asked them to consider whether the council should create a policy whereby courses would be removed from FKL if faculty refused to participate in assessment processes.

ii. Discussion points:

1. Some council members suggested keeping the wording as is, in that it is already sufficiently clear, i.e., *“Reasonable efforts to participate in future assessments are expected for recertification in the FKL Core Curriculum.”*
2. Other members offered that since FKL assessment is no longer new, faculty understand it better now and are more likely to abide by the rules since they are more accustomed to the procedures.
3. The role of department chairs was discussed. It was mentioned that chairs are responsible for their department’s assessment and any assessment issues.
4. Another suggestion was to add wording directed toward department chairs to the approval letters (both for new courses and for recertifications), since these letters are sent to their attention. For example: *“Please remember that as chair, you are responsible for overseeing the assessment of your respective programs. Possible results could include having a course removed from the FKL.”*
5. Council members expressed the importance of giving faculty these assessment duties in a timely manner, i.e., before the syllabus is created for the next semester. This practice would facilitate more faculty buy-in as well.
6. Ultimately, the General Education Council agreed that the wording on the approval letters is fine as is.

The meeting was adjourned at 3:50 p.m. The next and final (for this AY) meeting of the GEC is scheduled for April 29, 2013. FKL assessment guests will be in attendance.