



## GE Council

May 12, 2014, 1:00-4:00pm  
Department of Higher Education  
1560 Broadway - Suite 1600  
Denver, CO

Webinar URL <http://connect.enetcolorado.org/gecouncil/>  
Call in Number: 1-877-820-7831; Access code: 215368#

### MEETING NOTES - Approved

#### I. Greetings and Introductions

Wayne Artis (CFAC-PPCC)  
Ann Bentz (UNC)  
Margaret Doell (ASU)  
Erin Frew (CSU-P)  
John Lanning (UCD)  
Jeff London (CFAC-MSU Denver)  
Jerry Migler (CCCS)  
Barbara Morris (FLC)  
Richard Nishikawa (UCB)  
Kathy Pickering (CSU-FC)  
Jeff Reynolds (AIMS)  
Terry Schliesman (WSCU)  
Rae Shevalier (MSU Denver)  
Sandy Veltri (CCCS-FRCC)  
Rex Welshon (UCCS)  
Steve Werman (CMU)  
Ian Macgillivray (DHE)  
Maia Blom (DHE)

#### II. Adoption of last meeting's notes. [See handout: 2014-03-10 - GE Council MTG NOTES - DRAFT.] **Approved with removal of Margaret Doell from the attendance list.**

#### III. Information Items

It was decided that the July and August meetings would be **cancelled**. If anything needs to be addressed during that time, it will be taken care of through email or a phone conference.

- Mode of Delivery Notation on Transcript
  1. There is no state law or policy that prohibits institutions from notating mode of delivery (online, hybrid, brick & mortar) on transcripts.

2. At one time GE Council agreed to a clause on the gtPathways website to the effect of, “gtPathways courses, in which the student earned a C- or higher, *regardless of delivery mode*, will always transfer and...”
3. It was an agreement to accept and apply credit for gtPathways courses taken online.
4. That language is no longer on the website because the department thinks it goes without saying and any exceptions would be noted in an STAA, for instance. If there’s disagreement, let’s talk about it.

**It was agreed that the mode of delivery notation is best not put on a transcript.**

#### IV. Discussion/Action Items

##### A. Fac2Fac Debrief [Guest: Dr. Melissa Colman, Director of the Office of Teaching & Learning, CDE] **Melissa Colman was unable to attend the meeting.**

1. What worked well? What didn’t?
  - a) It is good to bring IHE reps *physically* together to talk and discuss issues.
  - b) All agreed more structure, more direction would be good.
  - c) More structure was needed for the Written Communication (WC) groups. For example - instead of the large WC group having a discussion in the morning, break the large group down by guiding questions and have them report out to the whole group. Structure the groups in advance by specific IHEs, e.g., be sure to have 2- and 4-year schools in all groups. Separate reps from the same IHE.
  - d) Need to have hard copies of all handouts for everyone.
  - e) Need to focus on CO1 for the beginning discussions, which is what the WC faculty wanted to do and did.
  - f) The large auditorium (lecture hall) space is **not** conducive to the kinds of discussions being held. [We will not be using this room in October.]
  - g) Directors of Assessment and Educator Prep faculty need to be invited to participate in the discussions. Ian M. will draft an email for GEC to use to recruit these people.
  - h) Content issues need to be addressed before addressing assessments.
  - i) WC faculty wanted their SMART outcomes templates filled out ahead of time with the info that had been considered and agreed upon at previous P20 meetings.
2. Fac2Fac Online tour of where the groups left off and next steps.
  - a) Ian M. is touching base with all the co-chairs to confirm their participation online. He is including the GEC reps in these emails.
  - b) Suggestion that edits can be made to the documents with different color font.
  - c) GEC thinks that we should “stay the course” with F2F Online and see how it goes.
3. Regional meetings.
  - a) It was decided to try regional meetings over the summer. The goal of the regional meetings is to bring the content areas together physically by region to continue working on the learning outcomes.
  - b) DHE staff will come up with suggested regions and dates and will run them by GEC. We’ll see who is able to come to the meetings.

- c) Creede was suggested as a possible location for a regional meeting in the south/southwest region. Terry Schliesman will look into a possible venue in that area, and will be in touch with Maia B. for setting up the logistics.
  - 4. Fall Fac2Fac is set for October 24, 2014 at Arapahoe Community College. The goal is to have measurable learning outcomes drafted at this point and begin creating sample assessments (Phase 2 of the SMART Outcomes process).
  - 5. Idea to have someone from CDE attend GE Council on occasion.
- B. gtPathways Reviews
  - a) Summary of review results / Report out by GEC reps  
32 courses total; 24 recommended; 6 deferred; 2 still to be reviewed (AH4 courses)
  - b) Determine date for fall 2014 review. **November 7, 2014**
  - c) Clarify roles for the Chair and GEC facilitators. [See handouts: 1) #Procedures for GEC Facilitators/Chairs; 2) #GUIDELINES FOR REVIEWERS.]
    - i. GEC reps are “facilitators” which means they are present to address the process of a gtPathways review.
    - ii. “Chairs” should be a faculty member and an expert in the content area.  
Hierarchy for choosing a chair:
      - i. Chair should be an experienced reviewer, whenever possible.
      - ii. GEC facilitators will choose chair in advance of review and confirm their willingness to be chair.
      - iii. If there is no experienced faculty in the review group, an inexperienced faculty member will be chosen as chair the day of the review, and will be guided by the GEC facilitators.
    - c) Electronic reviews are best done with experienced reviewers, whenever possible.
- C. Academic Planning Tools Question from Colleagues at MSU Denver
  - 1. What do you think about [Starfish](#) and [DegreeWorks](#)?
  - 2. What can other institutions learn from your institution’s experience with these?
    - a. PPCC, CMU, FLC, WSCU use DegreeWorks.
    - b. Advice: Make sure courses are properly loaded into the system.
    - c. A plus - students could already be familiar with DegreeWorks because of using it at CCCS.
- D. Transfer Questions from Colleagues at UC Denver
  - 1. To what extent (percentage, or hours) may a community college student use transfer credit and/or credit for prior learning to fulfill the gtPathways general education or AA/AS degree with designation requirements?
  - 2. What do other institutions do when AP/IB credit is awarded at another institution but does not meet requirements at the receiving institution and drops the student below the 60-hr mark that is ‘guaranteed’ by nature of the articulation agreements?
    - There is a conflict in the state policy regarding credit for AP/IB scores.

- Most schools take AP/IB credit if it was awarded as part of an articulation agreement/DWD - even if the score was lower than what they usually accept.
- E. Collection of Cut Scores for Advanced Placement Exams
- a) IHEs to continue sending their info to DHE. The most recent data (fall 2013) should be sent. This information can be used to update the spreadsheet and determine if/how IHEs are different from each other. [See handout for what DHE has received so far: *AP Comparison Chart - MASTER.xlsx*.] **Still need to hear from CMU, FLC, UCB, and UCD.**
- F. Advising Guide for Community College Pre-Engineering Students
- a) At the last meeting GEC received and was asked to take to campuses for review this proposed “Advising Guide for Community College Pre-Engineering Students” to replace the current, confusing Engineering Agreement. [See handout: *CDHEpreengin m02.docx*.] **Discussion regarding the possibility of two options for students: 1) those students who transfer without an AS (in order to get the BS sooner); 2) those students who want to do engineering but also want to get an AS or need more time before transferring.**
  - b) Next steps?
    - i. **John Lanning will adjust language about finishing an AS and send to Sandy and Jerry for vetting with CCCS folks.**
    - ii. **Ian will get data regarding admit rate for transfer students: those who finished an AS v. those who did not.**
    - iii. **GEC reps will get feedback on the advising guide from their campuses.**
- G. Revise [Institutional Transfer Guides](#) [See handout: *TGPWformat f25.doc*.]
1. Justification: §23-1-125 (1)(c) “Students have a right to clear and concise information concerning which courses must be completed successfully to complete their degrees;” and (d) “Students have a right to know which courses are transferable among the state public two-year and four-year institutions of higher education;” and §23-1-108(13), which you should [read in its entirety](#), and is all about ensuring opportunities for degree completion in a timely, cost-efficient manner.
  2. Ian and Maia have been meeting with advisors at the 2- and 4-year institutions. Especially at the 2-years, the advisors find these to be extremely helpful. They made these suggestions to make them even more useful for advisors and students:
    - a) Have transfer advisors sign off on these before being published. **Have 2-year transfer advisors review the guides before they are published. It would be a good idea to have students review the transfer guides to see how user-friendly they are.**
    - b) Would be helpful to have structured schedules for the first and last 60 credits. Could do structured schedules for 15 credits per semester or on a 12-12-6 schedule. This could also result in class schedules that avoid conflicts and enhance on-time completion. **Structured schedules for the last 60 would be too difficult - there are too many variables among the campuses. The idea of structured schedules is being discussed at**

UCD, CCCS, ASU; FLC already has them posted on its website. Perhaps there are too many options with gtPathways curriculum. Key question to consider: should a major be able to restrict the Gen Ed curriculum?

- c) Students don't always know what gtPathways is and don't know what courses are Arts & Humanities. This needs to be a lot more specific. Take out the guesswork. In the transfer guides, we could include hyperlinks to the list of AH1,2,3,4 courses, for example. Hyperlinks to all content area course lists could be included in the guides.
- d) In Pt. 1, instead of saying "Two gtPathways Social & Behavioral Science courses" could we say instead "2 courses from 2 different categories (i.e., SS1, SS2)" for broader general education?
- e) Good idea to map out pre-req sequences, especially math. Encourage students to complete sequences before transferring. Some think this is an institutional responsibility, some think it could be done with mapping.
- f) Do backward planning for gateway math and other courses. What do you need to take FIRST to get to Calc I or Org Chem? Include remedial/dev ed. Some think this is an institutional responsibility, some think it could be done with mapping.

**Additional suggestion for transfer guides:** add a fourth category under Associates of (Arts/Science) requirements: IV. Community College Graduation Requirements. Adding this category would cover the public speaking graduation requirement that is not a part of the STAAs. DHE staff will revise the template and re-submit to GEC for review.

- 3. Once this process is complete and these transfer guides are published, how do we ensure consistency and that they're kept up-to-date?

## V. ARTICULATION AGREEMENTS

### A. Phase 4: Procurement of Signatures

- 1. **Geology** - all signatures procured; presented to CCHE at May 9, 2014 meeting. STAA was approved and has been posted on DHE website.

### B. Phase 3: Final Review

- 1. **Communication** - V.1 sent to GEC on 12/23/13 for GEC review; deadline 1/31/14. Will move to V.2 -final campus review.
- 2. **Geography** - V.2 sent to GEC for final campus review; deadline: 1/31/14. Still need to hear from CMC.
- 3. **Philosophy** - V.2 sent to GEC for final campus review; deadline: 1/31/14. Still need to hear from CMC.

### C. Phase 2: ICIR

- 1. **Art History** - V.2 sent to GEC on 12/20/13; deadline: 2/7/14. Still need to hear from CMC.
- 2. **Biology** - sent to GEC on 1/21/14; deadline 2/18/14. Still need to hear from CMC, UCB, and UCD.

3. **Chemistry** - V.3 sent to GEC on 1/2/14; deadline 2/14/14. Still need to hear from CMU, CSM (?), CSU-FC, and UCB.
  - a) CCCS will allow an associate's degree with designation in chemistry to be awarded through Reverse Transfer.
4. **English** - UNC indicated they could make V.2a work. Still need to hear from UCB and UCCS(?). Since this agreement has been stalled for a while, permission requested to resend V.2a for its ICIR. **Move English to Phase 3.**
5. **Horticulture Business Management** - to move into ICIR.
6. **Music** - sent to GEC on 12/04/13 for ICIR; deadline 1/31/14. Still need to hear from CMU, CSU-P, UCB, and UCCS.
7. **Physics** - V.2 sent to GEC on 12/30/13 for ICIR; deadline - 2/5/14. Still need to hear from CMC and UCB.
8. **Studio Art** - V.2 sent to GEC on 1/23/14; deadline is 2/21/14. Still need to hear from Aims, CMC, CMU, UCCS, and UNC.
9. **Theatre** - sent 12/4/13 to GEC for ICIR; deadline 1/31/14. Still need to hear from UCB, UCCS, and UCD.

**D. Phase 1: Curriculum Worksheet Creation & Verification - NONE**

**E. Phase 0: For Future Planning (Parking Lot)**

1. **Music Education**
2. **Mass Communication**
3. **Gateway Math Courses in Current STAAs**
  - a) At some point the older STAAs could probably use a revisit to determine the appropriate Math course for the degree. In the past usually MAT-121 was the default that everyone could agree upon, but Mat-135 Statistics or Mat-120 Math for Liberal Arts could work for many degrees. This can/should wait until after a possible revision of GT-MA1 content and competencies?
4. **Science Courses in Current STAAs**
  - a) When the original STAAs were made, the CCCS system had no GT-SC2 (non-lab) science courses, so there was no way to finish the Science requirement in 7 credits. Now that the CCCS system has non-lab GT-SC2 courses it is possible to complete an associate's with 7 science credits and older STAAs might benefit from revising these course options?
5. **gtPathways Review Nomination Form**: Science courses and co-requisite lab issue: how should science courses be submitted? Last discussed at December 9, 2013 meeting. Still needs resolution.
6. **Representative of CDE Attend GE Council**: Melissa Colman, Director of the Office of Teaching and Learning, may be a good choice.

**VI. OTHER BUSINESS?**