Board of General Studies
August 23rd, 2018, 2:00-4:00pm

Minutes

**Present**: Revathi Krishnaswamy (HA), Robin Love (LCOE), Peggy Plato (CASA), Simon Rodan (COB), Anne Marie Todd (COSS), Martina Bremer (COS), Wendy Ng (GUP), Dave Parent (COE)

1. Minutes from April 19th meeting were **approved (6-0-1)**

2. **Matters Arising**

   Lisa Simpson and Peg Hughes from the College of Education attended to discuss EDSE 102 and EDSE 124.

   **EDSE 102** lacked any reference (content or assessment) for GELO #4. There was a mismatch in the class schedule between the topics covered and the GELO the topic addressed. The ‘long activity table” mentioned in the syllabus seemed to be missing. Assessments could still be more narrowly targeted more specifically to individual GELOs.

   In the structure of the Group Application Assignment, students only work on one of the three GELOs, and their exposure to the other two takes place in the context of the discussion. The Board was concerned that this was likely to leave students somewhat vague about those on which they had not worked for their presentation. The Board asked that the assessment of GELOs 1, 2, and 3, carried out in the context of a class discussion, have some tangible hard copy deliverable from each student on which to base the assessment of the three GELOs.

   **EDSE 124** was approved by the Board (**7-0-0**)

3. **New course proposals**

   **AMS 130** was discussed. The Board requested a revision to the syllabus. The request for revisions sent to the course proposed is at [this link location](#).

   **CHAD 130** was discussed. The Board requested a revision to the syllabus. The request for revisions sent to the course proposed is at [this link location](#).

4. **Action Plan**

   The Board briefly discussed the timeline for the creation of the task force suggested by the Program Planning Committee, was briefed on the AAC&U conference and agreed to provide input on the action plan and the Task Force charge.
Present: Martina Bremer (COS), Revathi Krishnaswamy (HA), Robin Love (LCOE), Wendy Ng (GUP), Dave Parent (COE), Peggy Plato (CASA), Simon Rodan (COB), Anne Marie Todd (COSS)

1. Minutes from August 23rd meeting were approved (7-0-0)

2. Matters Arising

EDSE 102 was approved (7-0-0).

Although the Board felt that the course still had untapped potential for teaching the learning goals for Area V, it took the view that perfect was the enemy of good. In assessing learning outcomes in online discussion posts, students should not be able to see others posts until after they have made their own to prevent early posters taking all the “low hanging fruit” and making assessment problematic. The Board also felt that the research paper used for assessing GELO 4 could be made more focused and include a request to discuss how legislation might have benefited from interactions with other identities (religious, gender, ethnic, racial, class, sexual orientation).

The Board understands how challenging it is to take an existing course, particularly one which has significant credentialing requirements and integrate GE learning goals and assessment activities, and the course coordinators were complimented for the significant progress made from its initial incarnation in the two revisions.

3. Action Plan

The GE Action plan was approved (7-0-0)

4. Task Force Charge

The Board made some suggestions to the proposed charge for the task force. It was concerned that including two tasks - “Models to engage the campus community in GE program improvement” and “GE program identity and communication of that identity to students” would likely detract from the most pressing task of dealing with improving assessment. Discussion will continue at the next meeting.

5. Registration information to Freshmen

Dave Parent shared with the Board a booklet”Registration Information and Lower Division Courses: Class of 2022”. He noted that on page 9 where GE is discussed the presentation emphasis is on policy requirements. The Board will suggest some introductory text to make GE seem more compelling.
6. **WASC mid-cycle assessment reporting**

Kathleen McConnell presented to the Board the worksheet she is asking the Board to help complete reporting on the state of the campus’ assessment activity. The Board noted that it had prepared something similar for the Self-Study based on assessment of GE Area learning outcomes. There was a question as to whether WASC would be prepared to accept the “rolling up” of area level outcomes to program level outcomes (using the ‘mapping matrix’) or not. Kathleen McConnell will find out from WASC and get back to the Chair.
Present: Martina Bremer (COS), Revathi Krishnaswamy (HA), Robin Love (LCOE), Wendy Ng (GUP), Dave Parent (COE), Peggy Plato (CHaHS), Simon Rodan (COB), Anne Marie Todd (COSS), Chris Tseng (Director of Assessment)

1. Minutes from September 13th meeting were approved (7-o-0)

2. Matters Arising
The Board understands that the mapping of GE area learning outcomes (GELOs) onto the GE program learning outcomes is appropriate for WASC; this allows BoGS to move ahead with the mid-cycle reporting of GELO assessment practices.

3. New Course Proposals

CHAD 130 was approved (7-o-0)

NURS 110ITL was discussed. The Board was not yet ready to approve it in its current form. The Board felt that the course might be improved by providing students with some preparatory readings about the culture(s) of the target country (in this case Tanzania), as well as writing from the target country, particularly regarding the cultural aspects of health care. It also suggested providing students with some guidance as to how to effectively gather information such as protocol that would allow them to develop an appreciation and some understanding of the culture(s) of their target country in a very limited amount of time (two weeks). Some preparatory work pertaining to Tanzanian immigrants in the US might also help inform the question of how other cultures influence US culture. Some guidance for students as to how to identify evidence based sources (such as a list of specific references and/or sources) that discuss the target country’s culture(s) would be helpful. Other suggestions included adding some readings relating to regional medicine and culture to the syllabus, to acknowledge that cultures can transcend borders and that countries are seldom homogeneous cultures.

4. Task Force Charge

The Board continued to refine the task force charge.
Preseent: Martina Bremer (COS), Revathi Krishnaswamy (HA), Robin Love (LCOE), Wendy Ng (GUP), Peggy Plato (CHHS), Simon Rodan (COB), Anne Marie Todd (COSS), Chris Tseng (Director of Assessment)

Apologies: Dave Parent (COE)

1. Minutes from September 13th meeting were approved (6-0-0)

2. New Course Proposals

AMS 139 was approved (6-0-0)

MICR 127 was discussed. The Board approved the course (6-0-0) with some suggestions for highlighting GELO 2, distinguishing science from pseudoscience, and strengthening the assessment.

Suggestions included asking students to find examples of pseudoscience rather than simply providing them with one, and perhaps adding a reading discussing the criteria by which pseudoscience is defined / identified.

3. Referral to C&R removing process from University policy

The Board discussed the suggestion to remove process prescription from University policy. The draft referral will be edited to add a suggestion for what the oversight and shared governance of the two processes might look like.

3. Continuing Certification

The Board discussed the programs that are submitting material for GE continuing certification.
Present: Revathi Krishnaswamy (HA), Robin Love (LCOE), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Anne Marie Todd (COSS), Chris Tseng (Director of Assessment)

Apologies: Martina Bremer (COS), Wendy Ng (GUP)

1. Minutes from September 13th meeting were approved (6-0-0)

2. New Course Proposals

   NURS 110ITL was approved (6-0-0) for Area V

   PORT 1A/B was approved (6-0-0) for Area C2

   TA 55 was discussed with Andrea Bechert and Michael Locher and suggestions proposed for streamlining assessment so that not every activity that touches on a GE learning outcome be identified as a place where it will be assessed. A revised syllabus will be reviewed at an upcoming BOGS meeting.

   LING 25 was approved (6-0-0) for Area D2

3. Referral to C&R removing process from University policy

   The draft referral to C&R was approved (6-0-0)
Present: Martina Bremer (COS), Revathi Krishnaswamy (HA), Wendy Ng (GUP), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Chris Tseng (Director of Assessment)

Apologies: Anne Marie Todd (COSS), Robin Love (LCOE),

1. Minutes from October 18th meeting were approved (4-0-1)

2. Matters arising

AMS 139 is to be offered in two variants as part of the teacher credentialing program; one will be taught in English and the other in Spanish for a bilingual teaching credential. Ultimately, when enrollments are high enough, the latter will be offered as a different course; for the moment it is offered as a separate section of AMS 139. BOGS asked that enrollment in the Spanish section require either Spanish 101A or satisfactory completion of the CSET. With that previso, BOGS approved the Spanish variant of AMS 139 (5-0-0).

2. New certification request form

Wendy Ng will ensure that the new version of the form replaces the current outdated version on the University website.

New course proposers will be sent the new form to complete in the interim.

2. New Course Proposals

TA 55 Approved (5-0-0) - with two suggestions; that the assessment effort be further trimmed to have only one assessed activity for each GELO and that the “grade required for passing” be removed.

AVIA 198 Approved (5-0-0) - with suggestions

BIOL 159 Approved (5-0-0)

BUS3 12 is a Minor Course Change and was not formally reviewed.

GEOL 05 is a Minor Course Change and was not formally reviewed.

HUM 80 R&R requested. The reading aloud assignment probably didn't meet the assignment of an oral presentation, and in-class writing is required but not shown on the syllabus.
JOUR 50 R&R requested. The concerns were that assignments were not described so it was difficult to determine whether they were appropriate assessments for the GELOs, one of the GELOs was incorrect (I believe the additional GELO for D3 was listed rather than for D1), and the edits, probably from the Assoc Dean, were still visible on the submitted syllabus.

3:45 University Writing Committee

Initial discussion of the proposal from C&R to rename the Writing Requirements Committee the University Writing Committee; the change that impacts BOGS is that it will report to C&R not to BOGS.
**Board of General Studies**

**November 15th, 2018, 2:00-4:00pm**

**Minutes**

**Present:** Thalia Anagnos (AVP, GUP), Martina Bremer (COS), Revathi Krishnaswamy (HA), Robin Love (LCOE), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Anne Marie Todd (COSS), Chris Tseng (Director of Assessment)

**Apologies:** Wendy Ng (GUP)

1. Minutes from November 1st meeting were approved (7-0-0)

2. Matters arising
   None

3. **Proposed change to GE Area D**
   AVP Anagnos explained the proposed changes to the GE Guidelines that would bring the campus into compliance with the Chancellor’s Office’s request to eliminate fractions caused by the campus’ GE implementation for students transferring between CSU campuses and from CCCs to San Jose State. The proposed change is modeled on the GE implementation used at San Francisco State.

   The proposed new policy allows transfer student to bring any Area D GE credit from another campus to count as SJSU Area D credit, although in cases in which those Area D courses do not also count toward US institutions, students would still be required to take upper division courses to meet US1,2,3 GE requirements. In addition, the three Area D subcategories are retained for freshmen, but for the moment revised such that D2 courses would also meet US1 while D2 courses would also meet US 2,3.

2. **New Course Proposals**
   NURS 100wE - R&R requested
   MUSC 8 - R&R requested
   MUSC 53B - R&R requested
   MUSC 50A/B/C - R&R requested

3. **University Writing Committee**
   BOGS members felt that if the University Writing Committee, which no long reports to BOGS is to be effective in its endeavor to improve student writing, its charge needed to be
expanded to include the review of assessment processes and outcome for writing courses, in particular the 100W courses, but possibly including the Area A
Present: Martina Bremer (COS), Robin Love (LCOE), Wendy Ng (GUP), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Anne Marie Todd (COSS), Revathi Krishnaswamy (HA)

Apologies: Chris Tseng (Director of Assessment)

1. Minutes from November 15th meeting were approved (5-0-0)

2. Matters arising
   The review of the 581 annual assessment reports is about 66% complete.

3. Proposed change to GE Area D

   BOGS invited the chairs of the College of Social Sciences its meeting for a discussion of the proposed changes to Area D to better understand any issues and concerns they might have. Six of the college's nine department chairs attended and expressed satisfaction with the proposed change.
Present: Maureen Smith (LCOE), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Anne Marie Todd (COSS), Revathi Krishnaswamy (HA), Chris Tseng (Director of Assessment)

Apologies: Martina Bremer (COS) - on sabbatical

1. Minutes from December 6th meeting were approved (5-0-0)
2. Assessment Task Force: Chair will reach out to Assessment Task Force Chair asking for the task force composition and inviting her to next meeting.
3. New courses
   ENGL 30 - approved for area C2 (6-0-0). The Board liked the course but was curious as to the statement about all instructors having a masters degree and the extent to which that was adhered to.
   ANTH 13. The Board decide to ask for a revision and resubmission. The assessment of GELOs 2 through 5 with “interactive activities” and “analysis of readings” needs clarification.
4. Program Plan. The Board will begin discussion with the website developers next meeting.
Present: Maureen Smith (LCOE), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Anne Marie Todd (COSS), Revathi Krishnaswamy (HA), Chris Tseng (Director of Assessment), Wes Maciejewski (COS)

1. Minutes from January 31st meeting were approved (6-0-1)
2. The Board welcomed Wes Maciejewski to the Board as the representative of the College of Science, standing in for Martina Bremer who is on sabbatical. Wes is also on the GE Assessment Task Force which will aid the coordination between the two bodies.
3. The Board discussed a proposal under consideration at O&G that BOGS formally report to C&R.
4. The Board discussed the final Statewide GE Task Force Report. The proposal is a fairly radical change to GE. The Essential Skills area (12 units) is not changed significantly. Disciplinary Perspectives (15 units) are proposed, with 3 units from each of five areas: Arts, Humanities, Life Science, Physical Science, and Social Science. Thus, Social Science units are cut by two thirds, Arts and Letter by a third, and Area E is removed.
5. A new new “Cross-Cutting values” area with three sub areas (Diversity & Social Justice, Democracy in the U.S., and Global Awareness & Civic Engagement) is introduced. Upper division GE, now proposed as “Integrative Experiences” is 6 units rather than 9 units. The Board will comment on a summary of the potential implications of the changes.
Minutes

Present: Revathi Krishnaswamy (HA), Wes Maciejewski (COS), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Maureen Smith (LCOE), Anne Marie Todd (COSS), Chris Tseng (Director of Assessment), Wendy Ng (GUP)

Guest: Kathleen McConnell - Chair, GE Assessment Task Force

1. Minutes from February 14th meeting were approved (6-o-0)
2. The Board discussed the changes to the GE Assessment Task Force’s charge, the potential for reducing overlap in outreach to the campus and the time-line for its work. The GE Assessment Task Force is hoping to produce its report by May.
3. Two new courses were approved, HUM 80 (6-o-1) and ANTH 13 (7-o-0). JOUR 50 was invited to make some additional revisions and will be reviewed again at the next meeting.
Present: Revathi Krishnaswamy (HA), Wes Maciejewski (COS), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Maureen Smith (LCOE), Anne Marie Todd (COSS), Wendy Ng (GUP)

1. The Board discussed the testing of messaging for the new website with Professor Cathy Li and students in the School of Journalism and Mass Communications. BOGS will provide content for the new GE landing page by April 8th for students to use in focus groups.
2. The continuing certification review process was discussed.
3. JOUR 50 was approved as a new GE course (7-0-0).
Present: Revathi Krishnaswamy (HA), Peggy Plato (CHHS), Simon Rodan (COB), Maureen Smith (LCOE), Anne Marie Todd (COSS), Chris Tseng

Apologies: Dave Parent (COE), Wes Maciejewski (COS), Wendy Ng (GUP)

1. The Board discussed its response to the O&G proposal to alter BOGS name, membership and charge. A letter to Senate exec will be developed requesting a slowing down of the process to enable more collaborative feedback.
Present: Revathi Krishnaswamy (HA), Peggy Plato (CHHS), Simon Rodan (COB), Maureen Smith (LCOE), Anne Marie Todd (COSS), Chris Tseng

Apologies: Dave Parent (COE), Wes Maciejewski (COS), Wendy Ng (GUP)

1. New Courses
   JPN 102B (and JPN 102bFLP) were approved for GE area V

2. Continuing Certification
   ANTH 11 was recommended for continuing certification.

3. Charge
   BOGS discussed its charge and issues around GE as a program.
Present: Revathi Krishnaswamy (HA), Dave Parent (COE), Peggy Plato (CHHS), Simon Rodan (COB), Maureen Smith (LCOE), Anne Marie Todd (COSS),

Apologies: Wes Maciejewski (COS), Wendy Ng (GUP)

1. Minutes for February 28, 2019 (approved 6-0-0)
2. Minutes for March 21, 2019 (approved 6-0-0)
3. March 28, 2019 (approved 6-0-0)
4. New courses
   MUSC 8
   The Board considered the revised syllabus but felt there were still some modifications it wanted to see before approving the course. Peggy Plato kindly volunteered to meet with Fred Cohen, department chair and the course’s proposer, to get the course over the finishing line.

   NURS 100W
   The Board considered the revised syllabus but felt there were still some modifications it wanted to see before approving the course. The Board would like to see some writing for general audiences and assignments with writing practice and feedback. Peggy Plato kindly volunteered to meet with Lisa Rauch, the course proposer, to get the course over the finishing line. The course was provisionally approved pending Peggy Plato’s approval of the changes.