



S02-7

At its meeting of May 13, 2002, the Academic Senate passed the following Policy Recommendation presented by Pam Stacks for the Organization and Government Committee.

**POLICY RECOMMENDATION
MODIFICATIONS TO S96-9; ADMINISTRATIVE STRUCTURE AND PROCEDURES:
BOARD OF GENERAL STUDIES (BOGS)**

- Whereas, General Education is an important and considerable portion of students' curricular experience and the Board of General Studies is the responsible agency for oversight of the courses that make up the GE curricula; and
- Whereas, the curricula are the purview of the faculty; and
- Whereas, a broad range of subject matter is considered and would benefit by informed, broad-based faculty oversight; and
- Whereas, Senate Committees are guided by Standing Rule 18C (relating to open meetings); and
- Whereas, the Board of General Studies is not a Senate Committee, but rather is categorized and listed as an "Other Committee" because of its reporting structure; be it therefore
- Resolved that the implementation of this policy will phase in as terms on the BOGS expire; however, all present terms will expire by the end of AY 2003/2004; and be it further
- Resolved that vacated seats during the phase-in period of the policy will be filled by Colleges selected randomly (by the Committee on Committees) from among the appropriate Colleges; and be it further
- Resolved that University Policy S96-9 be amended and replaced as follows:

Recommendation #1: The University Curriculum & Research Committee, in concert with the Board of General Studies, recommends that the Academic Senate accept as a package the following proposed plan for General Education.

I. Structure Of General Education Program

A. Core General Education (39 units)

Basic Skills (9 units)

Written Communication LA (3 units)

Oral Communication (3 units)

Critical Thinking (3 units)

Science (9 units)

Life Science (3 units)

Physical Science (3 units)

Mathematical Concepts (3 units)

Humanities & Arts (9 units)

Arts (3 units)

Letters (3 units)

Written Communication IB (3 units)

Social Sciences (9 units, includes 6-unit American Institutions requirement emphasizing US pluralism)

Human Behavior (3 units)

Comparative Systems (3 units)

Social Issues (3 units)

Human Understanding & Development (3 units)

B. Advanced General Education (12 units)

Earth & Environment (3 units) general description: The scientific study of the physical universe and its life forms in order to understand and appreciate the importance and impact of science on the well-being of humans.

Self, Society & Equality in the US (3 units) general description: The study of the relationship of individuals and racial and cultural groups to each other to understand and appreciate issues of diversity, equality and structured inequality in the US, its institutions and cultures.

Culture, Civilization & Global Understanding (3 units) general description: The study of significant achievements of the human intellect and imagination in a global context to understand and appreciate different ideas, cultures, values, religions, institutions, languages, and peoples of the world.

Written Communication II (3 units) general description. The development of advanced proficiency in college level writing and appropriate contemporary research strategies and methodologies to communicate effectively to both specialized and general audiences.

C. Structural Overview
San Jose State University
General Education Program

CORE GENERAL EDUCATION

Skills

Written Communication IA 3

Oral Communication 3

Critical Thinking 3

Humanities & Arts 9

(includes Written Communication IB)

Science 9

(includes Mathematical Concepts)

Social Sciences 9

(includes 6-unit American Institutions graduation requirement)

Human Understanding & Development 3

Total units 39

ADVANCED GENERAL EDUCATION

Prerequisites

Writing Skills Test

Upper division standing

Completion of CORE GE

Areas

Culture, Civilization & Global Understanding 3

Earth & Environment 3

Self, Society & Equality in the US 3

Written Communication 11 3

Total units 12

II. Administrative Structure

Board of General Studies

A. The Board of General Studies shall consist of twelve members: eight teaching faculty (representing eight colleges), two students, the Associate Vice President for Undergraduate Studies, and the Associate Dean of Undergraduate Studies (Curriculum).

1. The faculty members of the Board shall be elected by the faculty electorate in each college in an election administered by the Dean's office. Each department in a college shall be informed of a pending election and shall nominate one tenured faculty member.

2. Prior to the departmental nomination, each person seeking nomination shall prepare and circulate to the department faculty a brief (not more than 100 words) statement summarizing her/his experience and objectives in General Education.

3. The college curriculum committee shall select not more than three of those nominated to place before the college electorate. The college curriculum committee may choose to meet and consult with the Provost (or designee) prior to making the selection.

4. Selection by each college curriculum committee shall be based on interest, competence, and experience in the General Education curricula; the statements prepared by departmental nominees shall be considered.

5. Faculty shall serve three-year staggered terms. When a full-term vacancy is to be filled, or a vacancy for an unexpired term of more than one year, applications shall be solicited from the college, and an election held as provided above.

6. Vacancies of one year or less shall be filled for the balance of the unexpired term. The college curriculum committee in consultation with the Dean shall select a member to fill the vacancy. Consideration shall be given to, among others, those who applied for the last vacancy for which college-wide solicitation was required.

7. A faculty member of the Board may be granted a leave for one semester. A one semester interim appointment may then be made as provided in 6.

8. If a college is unable to elect a faculty member to the Board, then the position will be filled for one year by the college curriculum committee in consultation with the Dean.

9. Student appointments should be made on the basis of interest, experience in the General Education curricula, and a scholastic record of academic excellence. Student members of the Board shall be appointed by the Provost in consultation with the elected members of the Executive Committee and the Associated Students President.

10. Student appointees shall serve one-year terms and may seek independent study credit by working with the Chair of BOGS.

B. The Chair shall be the Associate Vice President for Undergraduate Studies.

C. Administrative members shall serve ex officio and be non-voting members; with the exception that in the case of ties, the AVP for Undergraduate Studies as Chair of the Board may vote.

D. The Board shall report to the Provost and Vice President for Academic Affairs.

III. The authority and responsibility for the Board of General Studies, which is exercised in terms of the Trustees' 1961 "Statement of General Principles in the Delegation of Authority and Responsibility to Presidents," is as follows:

A. The Board shall actively solicit courses and curricular proposals designed to satisfy General Education requirements from all colleges and departments of the University, shall review, approve, and authorize courses and curricular proposals for purposes of General Education, and shall evaluate the courses and curricula it has approved.

B. The Board, in consultation with the appropriate college deans and department chairpersons, shall provide for and approve "challenge" mechanisms for Basic Skills requirements.

C. The Board shall consider petitions from programs for relief from the fifty-one semester hour General Education requirement. Petitions shall be approved whenever the total number of units required for purposes of formal accreditation of the program, plus the units required for General Education, exceed the maximum number of units that can be required for the degree under Trustee regulations.

D. Policy proposals affecting General Education curricula shall be brought to the Academic Senate by the Curriculum and Research Committee. The Organization and Government Committee shall present policy proposals relating to administration of General Education.

E. Annually, early in Fall Semester, the Board shall present to the Senate (through Curriculum and Research Committee) a report on its activities for the preceding academic year.

IV. Procedure

The following rules shall apply to the proceedings of the Board of General Studies:

A. Meetings of the Board shall be open to the campus community, unless the Board specifically votes to close a particular meeting or portion of a meeting. Circumstances justifying closed committee meetings include but are not limited to proceedings involving evaluation of persons or programs or possible consideration of issues involving privacy or confidentiality (See Standing Rule 18c.)

B. Departmental representatives (normally course coordinators) shall be invited in a timely manner via the Associate Dean of the respective college to attend all Board meetings at which their course will be discussed.

C. If the Board denies certification or re-certification of a course, it shall provide the course coordinator with written feedback, explaining all of the reasons for denial. The Board may not raise in subsequent proceedings on the same course additional objections, except those that apply to new materials submitted.

D. If the Board proposes guidelines regarding criteria for certification or re-certification in addition to those prescribed by the University policy, these guidelines shall be submitted to the Curriculum and Research Committee for policy review and will subsequently be made available to all course coordinators.

The Board may make additional rules for the conduct of its proceedings, but they must be consistent with the University policy, including the foregoing provisions A through D-above.

V. 2005-2006. Review of General Education Program. (See Historical Footnote 1)

Because the proposed program will not be fully implemented until Fall 2000, the Board requests that the next complete review of the program be conducted five years later in 2005

Recommendation #3: The University Curriculum and Research Committee recommends that the Academic Senate direct that the next full structural review of the General Education Program will be conducted by the Board of General Studies in 2005, with on-going assessment to be continually maintained.

1. Historical footnote. S96-9 included a Transition Plan that has been implemented and is shown below for completeness.

Recommendation #2: The University Curriculum and Research Committee recommends that the Academic Senate accept the following as a transition plan, with this segment to expire and be deleted from the policy after full implementation is achieved in Fall 2000.

Transition Plan

A. Fall 1997-Summer 2000. Transition.

1. Areas: Implement new areas transitionally in Fall 1997, with full implementation in Fall 2000.

2. Courses: All current Advanced GE courses will remain in their presently approved areas of Culture & Civilization, Self & Society, and Earth & Environment (unless the department requests a change to a different area). All Area B5 (Integrative Science) courses will be placed in Area B 1 (physical), B2 (biological), E (Human Understanding), or R (Earth & Environment) upon recommendation of the department in consultation with the GE Advisory Panel for Science. By Fall 2000, all courses must meet new criteria.

3. Students: Beginning in Fall 1997, all new and continuing students will meet four Advanced areas.

a. Culture, Civilization, & Global Understanding (or previously completed Culture & Civilization)

b. Self, Society, & Equality in the US (or previously completed Self & Society)

c. Earth & Environment

d. Written Communication II

In the Core, all continuing students will follow the pattern under which they were admitted or the new pattern, whichever they prefer.

All newly admitted Fall 1997 students will follow the new pattern (including Area E, Human Understanding and Science).

(Note: All previously completed Culture & Civilization and Self & Society courses overlap Cultural Pluralism or Human Understanding, so most students will complete these requirements.)

B. Fall 1996. Assessment, evaluation, & faculty development,

1. The GE Advisory Panels and Board of General Studies will conduct student evaluations of all currently

approved courses to determine if current and proposed objectives are being met.

2. The Board will review the holistic summaries of the portfolio project to determine if overall GE objective are being met for continuing students.

3. Deans will appoint representatives from each college to a new GE Advisory Panel to develop and recommend criteria for Area E. Human Understanding & Development in Core GE.

4. The Board will solicit funds to support faculty development in both course content and the teaching & learning process in General Education.

C. Spring 1997. Criteria.

1. The Board of General Studies, in consultation with the faculty, will modify existing criteria for Advanced GE to

a. Incorporate new goals, objectives, and requirements for Equality in the US into Self & Society to address the specific concerns of Senate Resolution SS-S-95-5.

b. Incorporate new goals, objectives and requirements for Global Understanding into Culture & Civilization to address the specific concerns of Senate Resolution SS-S-95-5; and

c. Modify goals, objectives, requirements, and faculty qualifications of Earth & Environment to strengthen science and scientific method as the focus, and incorporate "the well-being of humans" perspective from Advanced Human Understanding, using the GE Advisory Panel for Science as consultants.

d. Modify requirements for "all Advanced GE" courses to incorporate aspects of Human Understanding that address "application of course content to the integrated human being."

e. Present criteria for certification of courses in all areas as a package to the Academic Senate by the end of the Spring 1997 term for its approval.

2. The Board and GE Advisory Panel will solicit proposals for courses in Core Area E. HUD.

D. Fall 1997-Fall 1999. Review, modification, re-certification & communication.

1. The Board will sponsor workshops for faculty on incorporating new criteria and effective teaching techniques

2. The Board will prepare a brochure for students, faculty and staff explaining the content, goals, and objectives of General Education. Summary statements will be incorporated into the GE Course Listing in the Schedule of Classes and the Catalog.

3. Faculty will review current and potential courses in order to modify them to meet new criteria

4. Modifications of current courses should begin in Fall 1997 with full compliance and submission no later than Fall 1999 for recertification in Fall 2000.

5. New proposals may be submitted any time between Fall 1997 and Fall 1999 semester for full implementation in Fall 2000.

Approved: via email vote after discussion on April 29, 2002
Present: Connolly, Katz, M.Y. Lu, Miura, Onkvisit, Singh, Stacks
Absent: Baba, Dresser
Vote:
Financial Impact: None

ACTION BY UNIVERSITY PRESIDENT: APPROVED BY PRESIDENT ROBERT CARET ON JUNE 18, 2002.