

**INTERCOLLEGE COORDINATION PANEL
MEETING MINUTES
21 January 2000**

Present at the January 21, 2000, meeting were Jerry Reeck, Danny Averette, Stan Elsea, Lynn Ewanow, Virginia Moxley, Jan Wissman, Richard Gallagher, Kevin Donnelly, Vicki Clegg, David Stewart, Provost James Coffman, Registrar Don Foster and Caleb Blanding. Caleb Blanding took the minutes for the January 21, 2000, meeting.

DISCUSSION OF MINUTES

It was moved and seconded to approve, as written, the minutes of the November 19, 1999, meeting of the Intercollege Coordination Panel. Motion carried.

UGE COURSE LISTING IN UNDERGRADUATE CATALOG

ICCP members agreed that a listing of UGE courses did not need to be printed in the undergraduate catalog. Instead, a stable URL for the registrar's UGE course list could be referenced. This would enable interested parties to access a current list of available UGE courses.

SPRING ENROLLMENT

There were not any major difficulties with the availability of courses for the spring 2000 semester. Only one upper-division course was mentioned that had any availability problems, and there has not been specific feedback about course availability problems from advisors. It is important that many classes are available to choose from, so students are not forced into taking courses they do not want to take due to a lack of options.

UPDATE ON PHASE II ASSESSMENT TEAM (P2)

Clegg distributed copies of the original list of tasks for the Phase II Assessment Team (P2), taken from the UGE web site. P2 is considering several ideas for assessing the UGE process, some slightly different from the original tasks. Some areas, including evaluations of college UGE programs, transfer-credit policies and the availability of UGE courses, will be assessed at the college-level, which will entail collaboration with members of the ICCP. Jacque Gibbons is chairing the P2 committee, and Clegg, Amy Gross (IDEA Center), Kelli Cox (Planning and Analysis) and David Royse (UGE Task Force Chair) have also been attending the P2 meetings to supply their input.

UGE LINK ON KSU MAIN WEB PAGE

The ICCP and UGE Task Force have been discussing the importance of having a UGE link on KSU's main page, particularly after last semester's advising, which indicated a lack of awareness of the UGE requirements by many students. The Division of Continuing Education has two links on the main page already, located in the "Outreach" and "Academics" sections, and a proposal was created that would enable UGE to replace the Division of Continuing Education link in the "Academics" section of the main page. However, Stewart's concern, as well as others in the Division of Continuing Education, is that the majority of their work is in academics, so their link in the Academics section should remain.

Provost Coffman agreed with the ICCP and UGE Task Force that since the University General Education program is still relatively new to students and advisors, now is a crucial time for it to be understood by students, advisors and prospective students. He agreed to meet with Clegg and Vice

Provost Beth Unger in order to determine if a UGE link may be established from the main page. If the link is established, it should stay for at least a year; after that it may not be as important that it stays on the main page. It would be best if the UGE link is established before summer and fall 2000 advising begins, and it should communicate the value, benefits and merits of the UGE program.

GRANTS FOR UPPER-DIVISION UGE

When the UGE program began, grants were disbursed to faculty members that worked to work towards the submittal of UGE courses. The possibility of getting grants for faculty members that would be working to get more upper-division UGE courses submitted was discussed. The magnitude of work and the amount of money that would be involved still needs to be determined. Many courses would probably be good candidates for UGE courses, but proposals would need to be produced and submitted.

If there were courses that simply need some minor changes in order to become UGE courses, it would be hard to obtain grants for this type of work. If this is the case, departments need to encourage course submittal and recognize this type of work as important to the department. However, grants may be appropriate if more work will be required for course proposal submittals. A more concrete proposal will be established that outlines which types of course submittals will be emphasized, the amount of money that will be needed, and who will be working on getting courses proposed.

UGE VARIANCES

The first class that was required to adhere to the rules of the UGE program is near graduation,

and instances may occur where they are not able to graduate because they do not have all of their UGE credits. College deans will have the authority to waive UGE requirements in these instances where the student is not at fault, and someone should be designated by deans to examine special cases like this. Provost Coffman stated that he would provide a letter if needed to justify such variances. If the decision is made by a dean's office to waive UGE coursework due to circumstances beyond students' control, someone from the college will need to notify the Registrar's office, so they can enter the information into the DARS system.

PROPOSAL FOR UGE WEB SITE

Clegg had earlier mailed a letter to the ICCP that describes the changes proposed for the UGE web site. Attached was a copy of the UGE changes, which were approved by Faculty Senate in January. The only suggested modification was in the "Overview of UGE Requirements" section, which states the 18-hour UGE credit requirement. A statement will be added stating that only 6 hours of UGE courses are required for those pursuing an associate degree.

The meeting was adjourned.

THE NEXT MEETING OF THE ICCP WILL BE FRIDAY, FEBRUARY 18, 2000 FROM NOON TO 1:00 IN CALVIN 301.