

9-20-1993

## Proposal to change Bylaws to convert General Education Subcommittee into a regular standing committee

The College at Brockport, College Senate

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Resolution # 2 1993-94

TO: President John E. Van de Wetering

FROM: The Faculty Senate Meeting on 9/20/93

RE: I. Formal Resolution (Act of Determination)  
II. Recommendation (Urging the fitness of)  
III. Other (Notice, Request, Report, etc.)  
For your information

SUBJECT: Proposal to change Bylaws to convert General Education Subcommittee into a regular standing committee



Signed [Signature] Date Sent 11/9/93  
(for the Senate)

TO: The Faculty Senate  
FROM: President John E. Van de Wetering

RE: I. Decision and Action Taken on Formal Resolution

- a. Accepted. Effective Date \_\_\_\_\_
- b. Deferred for discussion with the Faculty Senate on \_\_\_\_\_
- c. Unacceptable for the reasons contained in the attached explanation

- II, III.
- a. Received and acknowledged
- b. Comment:

S.U.N.Y. COLLEGE AT BROCKPORT  
NOV 22 1993

DISTRIBUTION: See Attached list.  
Return Faculty Senate for full resolution

FACULTY SENATE  
BROCKPORT, NY 14420

Distribution Date 11/15/93 Signed: [Signature]  
(President of the College)

PROPOSAL FROM THE FACULTY SENATE EXECUTIVE COMMITTEE TO AMEND THE "BYLAWS OF THE FACULTY OF THE STATE UNIVERSITY OF NEW YORK COLLEGE AT BROCKPORT (1992)"

1. *Brief Description of the Proposal*

The Executive Committee proposes that the Bylaws be amended so as to convert the General Education Subcommittee of the Undergraduate Curriculum Committee into a regular standing committee of the Senate.

2. *Rationale for the Proposal*

Under the present arrangement, the General Education Committee is a subcommittee of the Undergraduate Curriculum Committee. Although this arrangement worked quite well during a transitional period when the Senate was seeking to reassert its oversight responsibilities for the GEP and when major changes were under way in the administration of the GEP, as a long-term arrangement it suffers from two disadvantages that the proposal seeks to remedy.

The first disadvantage is that it makes communication between the General Education Subcommittee and the Senate Executive Committee quite cumbersome. For the Chair of the General Education Subcommittee, instead of "reporting" directly to the Executive Committee and Senate President, "reports" to the Chair of the Undergraduate Curriculum Committee, who must then convey the Subcommittee's information and recommendations second-hand to the Executive Committee. In practice during 1992-1993, this awkwardness was minimized by inviting the Chair of the General Education Subcommittee to some meetings of the Executive Committee, but it now seems preferable to institutionalize this informal practice by making the Chair of the General Education Committee a regular member of the Executive Committee.

The second disadvantage of the present arrangement is that, if it were followed strictly and to the letter, the General Education Subcommittee ought to report its recommendations to the "parent" Undergraduate Curriculum Committee, which then ought to deliberate on those recommendations and make its own recommendations to the Senate. This involves much unnecessary and burdensome duplication of labor; both committees have more than enough work to do without such an extra burden. In practice during 1992-1993, this problem was minimized by all relevant parties agreeing to grant the General Education Subcommittee a good deal of autonomy, and by frequent late-evening telephone conferences between the Chairs of the Undergraduate Curriculum Committee and the General Education Subcommittee. But again, it now seems desirable to eliminate the need for such improvisation by a more sensible division of labor between the Undergraduate Curriculum Committee and the General Education Committee.

As an additional argument for the proposal, it should be noted that there has now been a new stabilization in the administration of the General Education Program. It is administered by an Assistant Vice-President for Academic Affairs, who reports directly to the Vice-President for Academic Affairs (and whom the Senate has already voted to make an *ex officio* member of the General Education Committee), instead of by a Dean of General Education. Thus, if the Senate wishes to maintain and preserve its share of the responsibility for overseeing and running the GEP, it seems desirable to



have in place a structure that places the Chair of the General Education Committee as near to the Senate President and Executive Committee as the Assistant Vice-President for Academic Affairs in charge of administering the GEP is to the Vice-President for Academic Affairs.

### 3. Text of the Proposal

Resolved that Article Six (Standing Committees of the Senate) of the Bylaws be amended as follows:

(1) Revise Section K (page 8) to read as follows (proposed additions are in italics, proposed deletions are crossed out):

#### Section K: Committee on the Undergraduate Curriculum

Purpose - This Committee shall act for the Senate in the continuing study and review of all phases of the undergraduate curriculum and related academic policies, *except for the General Education Program*. It shall be the sole authority for establishing procedures for the approval, revision, and removal of undergraduate programs *other than General Education*, and shall recommend criteria for granting baccalaureate degrees. ~~One of its subcommittees shall have oversight responsibility for the General Education program, for the procedures for approval of courses in the program, for evaluating the effectiveness of the program and for revising the program.~~ At least half the membership of this committee shall be teaching faculty.

(2) Redesignate Section L (Committee of the Budget) as "Section M."

(3) Add a new Section L, which will read as follows:

#### Section L: Committee on General Education

2 Purpose - This Committee shall act for the Senate in its continuing oversight of all aspects of the General Education Program. Its responsibilities shall include reviewing and approving GEP courses and making recommendations for GEP course registration procedures; establishing and reviewing policies that govern the GEP implementation and cyclically evaluating all GEP components, and making informed recommendations for maintaining the quality of general education at Brockport. At least half of the membership of this Committee shall be teaching faculty, including at least two members from each of the three Schools of the College. The GEP administrator shall be an *ex officio* non-voting member of the Committee but shall not chair the Committee.

Attachment: "Recommendations on Responsibilities of General Education Subcommittee," approved last Spring by the Senate and consulted in drawing up the present proposal.

## Recommendations on Responsibilities of General Education Subcommittee

### Course Approval and Review:

1. Subcommittee will receive new course proposals from the GEP administrator and make recommendations to the Curriculum Committee on whether to include those courses in the various components of the program.
2. Subcommittee will be responsible for initiating and carrying out an on-going review of already approved GEP courses. The review would determine whether courses remain in compliance with the current policies of the GEP in both substance and practice.
3. Subcommittee will make recommendations to the GEP administrator on development and improvement of registration procedures for GEP courses.
4. Subcommittee will make policy recommendations on coursework to be included in the GEP and on course registration and review procedures.

### Implementation Study:

1. Subcommittee will be responsible for establishing and reviewing policies which govern the current GEP implementation.
2. Subcommittee will conduct cyclic policy evaluation of all GEP components.
3. Subcommittee will be responsible for overseeing quality control of the GEP implementation.

### Broader Study of General Education:

1. Subcommittee will be responsible for studying existing models of general education on a national/international basis and making recommendations for improvement of general education at Brockport.
2. Subcommittee will make an attempt to integrate the educational needs of American society, developing curricular movements, and resource utilization possibilities at the College, and will share this synthesis with the College community through the Faculty Senate on a regular basis.

### Reports and Recommendations:

The General Education Subcommittee is affiliated with the Faculty Senate Undergraduate Curriculum Committee and will make all its recommendations and reports to the Faculty Senate through that Committee.

**Other Affiliations:**

The General Education Program administrator will be a member *ex officio* the General Education Subcommittee and any subgroups formed by the Subcommittee as he/she believes is appropriate.

The Interdisciplinary Writing Committee will appoint one of its members to serve *ex officio* as a liaison with the General Education Subcommittee.

**MOTION**

Georges Dicker moved and Dave Jewell seconded that the Faculty Senate approve the Recommendations on Responsibilities of General Education Subcommittee.

**NOTE ADDED 10/4/93:**

If the Amendment to the Bylaws is ratified, then every occurrence of "General Education Subcommittee" will be replaced by "General Education Committee", and every occurrence of "Subcommittee" by "Committee". Also, the final paragraph on the previous page will read simply: "The General Education Committee will make all its recommendations and reports to the Faculty Senate."



# REPORT

New York  
Port  
York 14420

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TO: Voting Faculty

FROM: Dave Jewell, President *DJ*  
Faculty Senate

Georges Dicker, Chairperson *G-D*  
Undergraduate Curriculum Committee

DATE: October 18, 1993

RE: Bylaws Revision Open Meeting

In compliance with the Faculty Bylaws you are herewith advised of an open faculty meeting to discuss the proposed revision to the Bylaws to establish a Standing Committee on General Education.

On September 27, 1993 the Faculty Senate passed by the required two-thirds margin the following motion:

"... that the Executive Committee's proposal for amending the Faculty Bylaws so as to convert the General Education Subcommittee into a standing committee of the Senate be approved and submitted to the Faculty for ratification with January 1, 1994 as its proposed implementation date."

The attached documents 1) describe the proposed Section L of the Bylaws, 2) redefine Section K, and 3) describe the responsibilities of the General Education Committee. Please review these prior to the open meeting.

The meeting to discuss the proposed revision will be held at 4:00 pm on Monday November 8 in the Edwards Hall Bronze Room. The Faculty Senate regular session will be called to order at 4:30 pm immediately following the meeting.

We join in encouraging you to attend.

DLJ/br

enclosure

P.S. Please hold on to your proposals as a second copy will not be sent to you. You will be receiving a Ballot for voting.