

# General Education Governing Board Procedures

(Established May 18 2010; Revised December 5 2011; Revised January 18 2012; Approved February 7 2012)

## ***Responsibility:***

Cal Poly's general education (GE) program is the curricular responsibility of the Academic Senate General Education Governing Board (GEGB). GEGB should function like a department with a deep sense of interest and responsibility for overseeing and implementing the GE program.

## ***Charge:***

The GEGB is responsible for leading and developing a visionary, high quality GE program that enriches the specialized knowledge acquired in a major program with foundational and integrative understandings of its scientific, humanistic, artistic, and technological contexts. In so doing, the GEGB is responsible for fostering and refining a vision of general education that is responsive to statewide, national, and international values in general education, local campus interests and emphases, and opportunities for positive change.

## ***Duties of GEGB:***

The GEGB assists the GEGB Chair in shaping the future and quality of the GE program. In so doing, the GEGB establishes the policies and principles that speak to the vision of the GE program as set out in the charge. Members must be proactive and responsive in reaching out to faculty, departments, and administrators in the University to develop GE curriculum.

### **Duties Include:**

1. Review and approve GE course proposals.
2. Place GE curriculum proposals on the Academic Senate consent agenda after consultation with the Academic Senate Curriculum committee.
3. Engage in appropriate assessment activities. Be proactive and responsive to the results of assessment activities.
4. Conduct a GE academic program review on the same cycle as other programs. Findings will be presented to the college deans and the Academic Senate. The GEGB needs to be proactive and responsive to the recommendations that result from academic program review.

## ***Duties of GEGB Chair:***

The GEGB Chair will lead the GEGB in the development of the vision of GE and is accountable for making progress towards fulfillment of the GE vision. The GEGB Chair maintains strong oversight of the GE program for quality control at every level. He or she is a constant advocate for a high quality GE program that exposes students to pedagogical experiences they need to be erudite and polymathic.

### **Duties Include:**

1. Be in regular communication and consultation with the GEGB.
2. Communicate with faculty and advisors to spread understanding of the GE program.
3. Be in regular communication and consultation with the college deans and the Provost about the GE needs of Cal Poly students.
4. Be in regular communication and consultation with the Academic Senate Chair and the Academic Senate Curriculum Committee Chair.

5. Work collaboratively with the college deans, the Office of the Registrar, the GEGB, Academic Programs, advisors and the departments to understand where the demand for courses is and availability of resources in both the short and long term.
6. Establish ad hoc committees if the GEGB Chair determines that ad hoc committees are needed, for instance for periodic GE assessment purposes or for program review.

### ***Membership and Appointment Procedures of GEGB:***

1. The GEGB will be comprised of two faculty members from CLA; two faculty members from CSM; one faculty member from each of the remaining colleges; one student; one member from Professional Consultative Services (PCS); and a GEGB Chair (all voting members, with the exception of the GEGB Chair, who has a tie-breaking vote only).
2. The GEGB will also include one representative from the Office of the Registrar (ex officio, non-voting) and one representative from Academic Programs (ex officio, non-voting).
3. Faculty members and PCS representatives on the GEGB shall be members of the General Faculty, as defined in the Constitution of the Faculty.
4. The GEGB Chair will serve four-year terms. The GEGB Chair will be appointed by the Provost following a recommendation from the Academic Senate Executive Committee and the GEGB.
5. ASI representative must be able to demonstrate developing expertise in at least one GE area. ASI representative will be appointed by ASI for one-year terms.
6. All eligible voting members of the GEGB must be able to demonstrate expertise in at least one GE area. The GEGB Chair must also be able to demonstrate extensive expertise in and experience with the GE program as a whole. In addition to demonstrable expertise regarding Cal Poly's GE program, all members should have knowledge of CSU GE standards and Title V.
7. GEGB members will serve three-year terms. Faculty members and PCS members on the GEGB will be appointed by the Academic Senate Executive Committee.
8. When ad hoc GE committees are deemed necessary, members should have expertise in the relevant GE areas.

### ***Decisions made by the GEGB:***

All GEGB curricula will be available for debate and discussion in the Academic Senate, just as all non-GE curricula are. Appeal processes of curricular decisions made by the GEGB will follow Academic Senate curriculum appeals processes. The GEGB Chair should be involved with any changes to Academic Senate curriculum appeals processes.