Gary Laver, General Education Governance Board (GEBG) Chair, called the meeting to order at 3:36 p.m.

I. Administrative Tasks
   A. Minutes for February 28 and March 1 (with correction) approved by the GEBG.

   B. Gary summarized the response from participants who attended the GE Open Forum that morning.

II. GE Template for High-Unit Programs
   A. The GEBG reviewed prefix requirements for C2 and Area D for the high-unit programs.
      1. The Board voted unanimously to require two prefixes in C2 (same as the standard GE template).
      2. The Board determined that prefix requirements for Area D in high-unit programs was not needed.

III. Writing Requirements in GE
   A. The GEBG reviewed the writing requirements, particularly for Writing Intensive courses, within GE.

   B. The Board discussed the needs for timely feedback on writing, feedback from qualified instructors, and appropriate class sizes.

* Absence is indicated through the strikethrough of a person’s name.
C. The General Education Governance Board unanimously approved the following language for Writing Intensive General Education courses:

**Writing Component**

All General Education courses must have an appropriate writing component. In achieving this objective, writing in most courses should be viewed primarily as a tool of learning (rather than a goal in itself as in a composition course), and faculty should determine the appropriate ways to integrate writing into coursework. The writing component may take different forms according to the subject matter and the purpose of a course. Outside of the GE areas specified below, at least 10% of the grade in all GE courses must be based on appropriate written work (e.g., lab reports, math proofs, essay questions, word problems, exam questions).

GE areas A2, A3, Upper-Division C, and Upper-Division D are designated as Writing Intensive. All courses in these areas must include a minimum of 3,000 words of writing and base 50% or more of a student’s grade on written work. GE area C2 is also designated as Writing Intensive, but all courses in this area must include a minimum of 2,000 words of writing and base 50% of more of a student’s grade on written work. All Writing Intensive courses must include process-oriented writing instruction in which faculty provide ongoing feedback to students to help them grasp the effectiveness of their writing in various disciplinary contexts. The kind and amount of writing must be a factor in determining class sizes.

**IV. Student Educational Objectives and Course Design Requirements**

A. Rachel Fernflores volunteered to combine the objectives and requirements from the subject work groups and put it into one document with some light editing (e.g. Oxford comma used consistently). The Board will review the document and begin to craft the Area-specific outcomes next week.

Meeting adjourned at 4:51 p.m.
ACTION ITEMS

Thursday, March 14, 2019 through Friday, March 15, 2019
Student Educational Objectives and Course Design Requirements

UPCOMING MEETING SCHEDULE

Thursday, March 14, 2019 | 4:10 – 5:00 p.m., 35-511
Friday, March 15, 2019 | 10:10 – 11:00 a.m., 35-511

GENERAL DEADLINES

1. April 2, 2019 – Academic Senate Executive Committee reviews GEGB resolution
2. May 1, 2019 – Registrar shares new template with Cal Poly Faculty
3. Fall 2020 – Implementation of new GE template