## Committee on General Education/GE Implementation Task Force

<table>
<thead>
<tr>
<th>Total Meetings</th>
<th>Meeting frequency</th>
<th>Average hours of committee work each week: 1-2 hr per week, but work came in large clusters. Chair worked an average of 10 hours each week through the year.</th>
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<tr>
<td>7 meetings (all joint meetings with the GE Implementation Task Force)</td>
<td>~2 times per quarter</td>
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| One proposal reviewed: Revised GE requirement – approx. 3000 courses and 8000 category proposals reviewed | Review of revised GE proposal was ongoing from the previous year. | Proposals deferred to the coming academic year: None |

### Listing of Regulation changes proposed: None.

### Listing of committee policies established or revised: None.

### Committee activities:
- Met jointly seven times with the GE Implementation Task Force to discuss implementation. Conducted additional business via frequent email discussions.
- Provided materials and revised General Education Web Site.
- Prepared sample assignments and course justifications for Writing, Oral, and Visual literacies.
- Worked with the Registrar’s Office, the Committee on Courses of Instruction, and Student Affairs to develop the General Education Tracking System (GETS).
- Sent out two campus directives related to GE Implementation including timelines and information regarding where to get more information, and how to access the GETS system.
- Addressed the concerns and queries of departments and programs in regard to course proposals, Senate Regulations, GETS protocols, and the fine points of the new and current GE requirements.
- Coordinated necessary enhancements and updated the GE website, always being alert to the needs of the many constituents among faculty, staff, and administration.

### Recommended procedural or policy changes for the coming year: None.
Committee’s narrative:
The highlight of the General Education committee during the 2009-2010 academic year was the implementation of the revised General Education Requirements on campus. The GE Implementation Task Force was chaired by Chris Thaiiss (University Writing Program). The charge of the task force was to work with the General Education Committee on implementation of the new General Education requirements. Implementation took place throughout the 2009-2010 academic year and will continue into the 2010-2011 academic year with all GE courses being approved by November 2010 for final campus implementation in Fall 2011.

General Education Web Site
During the 2009-2010 academic year, the GE Committee analyst worked extensively with the Academic Senate programmer to coordinate necessary enhancements and updates to the General Education web site. This includes making information on the web site accessible, including the revised regulations and course approval descriptions. These updates and enhancements were made while always staying alert to the needs of the many constituents among faculty, staff, and administration. Development and enhancements of the web site had significant impact on the entire campus and provided assistance by educating faculty and staff on the GE proposal and revision. All information pertaining to the General Education revision including advisory course listings and course approval descriptions can be found at: http://ge.ucdavis.edu.

General Education Tracking System (GETS)
The GETS system was rolled out on July 1, 2009, after intensive design and revision carried out primarily by the Registrar’s office programmer assigned. The programmer also made user-friendly revisions to the system in consultation with the Chair throughout the review process. The GETS system was put into production on July 1, 2009 and departments/units were given through Fall quarter 2009 to conduct course reviews on all courses designated as general education. The web-based GETS system allowed departments/units to view/edit/return courses which were pre-designated as a GE course. Revisions to these courses were reviewed, routed, and approved through GETS. All departments/units were required to follow the proposed procedures in the GETS system to ensure courses were in compliance with the new GE regulations.

Additionally, during the 2009-10 academic year, the GE Committee analyst served as the main point of contact for all queries and concerns form the more than 100 departments and programs on campus. Many of these inquiries were quite difficult and sensitive. The inquiries and concerns were routinely addressed from departments and programs in regard to GE course proposals, Senate Regulations, help with the GETS system, assistance with the proper protocols for submitting courses to meet the new GE requirements, and queries regarding the GE web site. Most inquiries were handled directly by the GE Committee Analyst.
However, some were forwarded to the Chair or to another appropriate GE Committee or GE Implementation task force member.

**GETS Training Sessions**
The GE Committee Analyst and Chair worked with the Registrar’s Office and the GE Implementation Task Force to arrange two GETS training sessions for all faculty and staff at the department level who had responsibility for reviewing/submitting courses for approval under the new general education (GE) requirements that go into effect Fall 2011. These training sessions were designed to help departments navigate the GETS system and answer any questions regarding the new GE requirements. The two training sessions were held in Wednesday October 21, 2009 and Thursday October 22, 2009.

**GE Implementation and Proposed Timeline**
The GETS system was released on July 1, 2009. The directive included directions stating that existing courses that only require GE designation were to be reviewed, routed, and approved through the GETS system. The following proposed course review and action timeline was also provided:

**Proposed Course Review and Action Timeline**

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Summary</th>
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<tr>
<td>Summer and Fall 2009</td>
<td>Departments review, modify and submit courses into GETS or CAF.</td>
</tr>
<tr>
<td>Winter 2010</td>
<td>GE Implementation Task Force, College and Senate course review.</td>
</tr>
<tr>
<td>Spring 2010</td>
<td>Review and action on courses continues.</td>
</tr>
<tr>
<td>November 2010</td>
<td>All GE course review is finalized.</td>
</tr>
<tr>
<td>Fall 2011</td>
<td>The new GE requirements go into effect for incoming students.</td>
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**GE Course Review**
During the 2009-10 academic year, the GE Implementation Task Force and GE Committee reviewed more than 3000 courses (approximately 8000 proposals in all categories) submitted. Approximately 1600 courses were immediately approved during the “first-phase” review and moved on to the College Courses Committees on February 12, 2010. These were courses to which the GE Implementation Task Force said “YES” in all Core Literacies for which they applied and that proposed Topical Breadth areas the same as those they currently had in GE2 or that only applied in one Topical Breadth category. Approximately 1459 courses were reviewed and identified as needing revisions. These courses were returned to departments and programs for revision and resubmission. The 1459 courses that were sent back needed revision in at least
one category for which they were proposed. In many cases, the course was satisfactory in terms of one or several of the categories proposed but still lacked approval in all categories.

**Breakdown of GE Course Approvals During First Phase Review**

<table>
<thead>
<tr>
<th>GE3 Literacy</th>
<th>Total Proposed</th>
<th>Total Approved</th>
<th>Approximate %</th>
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<tr>
<td>Writing Experience</td>
<td>1390</td>
<td>1014</td>
<td>73</td>
</tr>
<tr>
<td>Oral</td>
<td>311</td>
<td>63</td>
<td>20</td>
</tr>
<tr>
<td>Visual</td>
<td>573</td>
<td>310</td>
<td>54</td>
</tr>
<tr>
<td>American History, Governance and Culture</td>
<td>312</td>
<td>110</td>
<td>35</td>
</tr>
<tr>
<td>Domestic Diversity</td>
<td>395</td>
<td>66</td>
<td>18</td>
</tr>
<tr>
<td>World Cultures</td>
<td>938</td>
<td>465</td>
<td>50</td>
</tr>
<tr>
<td>Quantitative</td>
<td>429</td>
<td>403</td>
<td>94</td>
</tr>
<tr>
<td>Scientific</td>
<td>588</td>
<td>70</td>
<td>12</td>
</tr>
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Departments were given until Friday February 26 to resubmit all courses that were returned to them. Most departments and programs complied with the deadline and the GE Implementation Task Force was able to re-review the returned courses. The deadline for submitting or re-submitted any courses through the GETS system for review by the GE Implementation Task Force was March 15, 2010. After this date, re-submitted courses were both approved by the GE Implementation Task Force and moved on to the College Courses Committees, or further information was again requested from departments. Departments with further returned courses were told that they would have to resubmit these courses through their College Courses Committee. The GE Implementation Task Force was able to complete most of its work by the March 15 deadline and most of the second wave of approvals was moved to the College Courses Committee queue.

**GE Implementation Task Force Membership, 2009-2010**

Christopher Thaiss, Chair  
Rebecca Ambrose, School of Education  
Elizabeth Constable, French and Italian  
Margherita Heyer-Caput, French and Italian  
Joe Kiskis, Physics  
Kathryn Radke, Animal Science  
Jim Shackelford, Chemical Engineering and Materials Science  
Peter Wainwright, Evolution and Ecology  
Marcel Holyoak, Chair, Committee on Courses of Instruction  
Carole Hom, Academic Federation Representative  
Jim McClain, Associate Dean, College of Letters and Science  
Dann Trask, Assistant Dean, College of Letters and Science  
Gail Martinez, Assistant Vice Provost, Undergraduate Studies  
Pat Turner, Vice Provost, Undergraduate Studies
Frank Wada, University Registrar
Edwin Arevalo, Assistant Director, Academic Senate Office
Gary Goodman, Guest
John Stenzel, Guest

GE Committee Annual Report
Respectfully submitted,

Christopher Thaiss (Chair)
Hossein Farzin
Ron Hess
Harry Kaya
Doug Miller
David Pellett
Gary Goodman (AF Representative)
Maryam Taeb (ASUCD Representative)