Minutes of Essential Studies Committee, November 30, 2011

1. A meeting of the Essential Studies Committee was held on November 30, 2011 in the Medora room. Stuart Schneider presided.

2. In attendance: Mary Baker, April Bradley, Sherrie Fleshman, Brett Goodwin, Dorothy Keyser, Yeo Howe Lim, Fred Remer, Joan Hawthorne, Tom Steen, and John Mitzel.

Absent: Janna Schill, Harmon Abrahamson, Suzanne Anderson, Kristin Emmons and John Tompkins

3. Approval of the Minutes November 16, 2011. Dorothy Keyser moved to approve the minutes. The motion was seconded, voted upon and carried unanimously.

4. Student Petitions:
   - **Student “A” – Humanities Requirement:** Dorothy Keyser moved to accept the student petition committee’s recommendation to deny the request. The motion was seconded, voted upon and carried unanimously.
   - **Student “B” – United States Diversity Requirement:** Stuart Schneider reported the petition has been withdrawn and will be handled administratively.
   - **Student “C” – Fine Arts Requirement:** Dorothy Keyser moved to accept the student petition committee’s recommendation to approve the request. The motion was seconded, voted upon and carried unanimously.

5. Dorothy Keyser moved to establish the following procedural guidelines for student petitions.
   The Essential Studies committee does not approve credit for courses that were taken when the course was not an approved essential studies course.
   An exception to this guideline may apply if the following course criteria are met:
   A) In process of approved validation
   B) Taught with same goals as Essential Studies validation
   C) Collecting adequate assessment data

6. Validations:
   - **Music 203 – Breadth of Knowledge: Humanities**
     Joan Hawthorne moved to approve the request. The motion was seconded, voted upon and carried unanimously.
   - **Atmospheric Sciences 120 - Breadth of Knowledge: Math, Science, Technology; Special Emphasis “Q”**
     Brett Goodwin moved to approve the request. The motion was seconded, voted upon and carried unanimously.
   - **Political Science 318 – Special Emphasis “U”**
     Sherrie Fleshman moved to approve the request. The motion was seconded, voted upon and carried unanimously.
7. **Revalidations:**
   - **Mechanical Engineering 370 - Breadth of Knowledge: Social Science**
     Joan Hawthorne moved to approve as provisional revalidation until February 1, 2012 at which time the department must submit an adequate assessment analysis summary.
   - **German 406 – Request for deletion**
     Sherrie Fleshman moved to acknowledge the request. The motion was seconded, voted upon and carried unanimously.

8. **Matters Arising**
   - **Chair Elect Nominees**
     - Brett Goodwin
     - Dorothy Keyser
   - **Meeting times and dates**
     An email will be sent with a link to “Doodle” to determine the next meeting date and time.

9. **Meeting Adjourned 2:52 PM**
    Recorded by Sharon Bruggeman