ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

AS-115-81/GE&B
April 14, 1981

PROCESS FOR DEVELOPING A COMPREHENSIVE GENERAL EDUCATION AND BREADTH PROGRAM AT CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO

RESOLVED: That the Academic Senate endorses the enclosed procedures for the development of a General Education and Breadth Program at California Polytechnic State University, San Luis Obispo.

APPROVED
May 26, 1981
GENERAL EDUCATION AND BREADTH DEVELOPMENT PROCEDURES
Completion date for each phase in is parentheses.

Phase I: Establishment of Desired Outcomes of General Education at Cal Poly
(November 1, 1981)

A) General Education and Breadth Committee prepares and distributes
draft of outcome statements to the faculty (including Professional
Consultative Services) with a request for reaction and suggested
modification. Faculty will be requested to indicate if acceptable
or not acceptable. If not acceptable faculty should state the
minimal change necessary to make acceptable (separately by section).
The GE & B Committee will also distribute copies to ASI and other
bodies, soliciting the contribution of ideas. This draft will be
accompanied by a description of the process for the development
of a long-range General Education and Breadth program, together with
a background statement and names of contact people (all those on

B) GE & B Committee holds workshops (clarification sessions) for
interested groups.

C) GE & B Committee tallies responses, incorporates "minimal" changes
as appropriate and decides whether to proceed to step "D" or return
to step "A".

D) The Academic Senate conducts a referendum on the rewritten "desired
outcomes" (separate vote on each section). If not acceptable,
faculty should state the minimal change necessary to make acceptable
(section by section). Those eligible to vote would include all
individuals eligible to vote for Academic Senators. If a majority
of those voting approve, move on to Phase II; if not, repeat process
from step "C" above.

Phase II: Identification of the Knowledge and Skills Seen as Necessary to
Achieve the Desired Outcomes. (February 1, 1982)

A) The GE & B Committee prepares and distributes a draft of knowledge
and skills statements, together with finalized outcomes statements
(as in Phase I, step "A" above). The GE & B Committee solicits
comments, additions and modifications (section by section) on the
knowledge/skills statements.

B) The GE & B Committee compiles and incorporates suggested changes
and decides whether to return to Phase II, step "A" or continue to
step "C" below.

C) The Academic Senate conducts a referendum on final rewrite (separate
vote on each section). If not acceptable, faculty should state
minimal change necessary to make acceptable (separately by section).
Those eligible to vote will include all individuals eligible to vote
for Academic Senators. If a majority of those voting approve, move
on to Phase II, otherwise return to Phase II, step "B".
Phase III: Identification of Courses, Course Sequences and/or Other Methods of Achieving the Previously Identified Outcomes, Knowledge and Skills (December 10, 1982)

A) The GE & B Committee distributes finalized outcomes, knowledge and skills statements to faculty. The committee solicits proposed methods for achieving all or some of these goals. In addition, the GE & B Committee asks for volunteers to be appointed to serve on the committees described below.

B) 1) Outcome Area Committees.
   The GE & B Committee appoints a separate committee for each of the outcome areas identified in Phase I. The charge for these committees will be to identify and develop courses, course sequences, and/or other methods of achieving the knowledge and skills identified in Phase II for their respective outcome areas. These committees will also be charged with serving as resource committees for the committees established in "2" below. Each committee will be composed of faculty representing disciplines involved with the outcome area for that committee. Each committee will include one member of the GE & B Committee.

2) Interdisciplinary Committees.
   The GE & B Committee appoints two interdisciplinary committees whose purpose will be to develop instructional packages (courses, course sequences, and/or other methods) which involve integration of the knowledge and skills associated with two or more outcome areas. Each committee will include at least one member of the GE & B Committee. The GE & B Committee will make every effort to insure that each school as well as Professional Consultative Services has a representative on each of the interdisciplinary committees.

C) GE & B Committee reviews the work of the outcome area committees and the interdisciplinary committees and develops a first draft of a proposal for a comprehensive General Education program at Cal Poly.

D) First draft (in C) is submitted to the faculty for reaction and suggested modification. Faculty will be requested to indicate if acceptable or not acceptable. If not acceptable, faculty should state the minimal changes necessary to make acceptable.

E) GE & B tallies responses and makes modifications in the draft if necessary. Committee decides if it is necessary to repeat step "D" above or forward a proposal for a comprehensive General Education program to the Academic Senate for approval.

Phase IV: Determination of Process/Plan for Administration of GE & B (March 1, 1982)

A) GE & B Committee develops a specific procedure for administration of the GE & B requirements after collecting ideas from Cal Poly faculty and other universities.

B) GE & B recommends administration procedures to the Senate.
CAL POLY GENERAL EDUCATION AND BREADTH PROGRAM:
FLOW CHART OF THE PROCESS FOR DEVELOPING THE PROPOSAL TO BE RECOMMENDED BY THE ACADEMIC SENATE

Please Note: Unless otherwise indicated, all tasks to be performed on behalf of the Academic Senate by its General Education and Writ Committee

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PHASE I: ESTABLISH DESIRED OUTCOMES OF CAL POLY GENERAL EDUCATION

PREPARE DRAFT OF OUTCOME STATEMENTS

DISTRIBUTED DRAFT AND SOLICIT FEEDBACK

CONDUCT WORKSHOPS

COMPILE FEEDBACK/REVISE DRAFT

NO

READY FOR VOTE?

YES

CONDUCT REFERENDUM ON OUTCOMES

Academic Senate calls for a referendum to be conducted by its Elections Committee; includes all persons eligible to vote for Academic Senators. Voters to respond to outcome statements section by section. For any deemed unacceptable, voter to have opportunity to state the minimal change necessary to make acceptable. (section by section)

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Of those voting

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PHASE II: IDENTIFY KNOWLEDGE AND SKILLS SEEN AS NECESSARY TO ACHIEVE DESIRED OUTCOMES

PREPARE DRAFT OF KNOWLEDGE/SKILLS STATEMENTS

DISTRIBUTED DRAFT AND SOLICIT FEEDBACK

COMPILE FEEDBACK/REVISE DRAFT

NO

READY FOR VOTE?

YES

CONDUCT REFERENDUM ON KNOWLEDGE/SKILLS STATEMENTS

Academic Senate calls for a referendum to be conducted by its Elections Committee; includes all those eligible to vote for Academic Senators. Voters to respond to knowledge/skills statements sections by section. For any deemed unacceptable, voter to have opportunity to state the minimal change necessary to make acceptable. (section by section)

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Of those voting

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Copies to all faculty with request for reaction and suggested modification. Faculty to indicate if acceptable or not acceptable. If not acceptable, faculty to state the minimal change necessary to make acceptable (section by section). Copies also to ASI and other bodies, soliciting ideas. Draft to be accompanied by a description of the process for development of a long-range GE&H program together with a background statement and names of contact people (all those on 79-80 and 80-81 GE&H Committees).

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Clarification sessions for interested persons.

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Tally responses and incorporate minimal changes as much as possible.

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Decide whether to proceed to vote or to distribute revised draft and repeat the process.

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Academic Senate calls for a referendum to be conducted by its Elections Committee; includes all persons eligible to vote for Academic Senators. Voters to respond to outcome statements sections by section. For any deemed unacceptable, voter to have opportunity to state the minimal change necessary to make acceptable. (section by section)

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Of those voting

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Copies to all faculty. To be accompanied by finalized Outcome Statements identified in Phase I. Request for comments, additions and modifications (section by section).

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GE&H to incorporate suggested changes as much as possible.

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GE&H to decide whether to proceed to vote or to distribute revised draft and repeat the process.

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Academic Senate calls for a referendum to be conducted by its Elections Committee; includes all those eligible to vote for Academic Senators. Voters to respond to knowledge/skills statements sections by section. For any deemed unacceptable, voter to have opportunity to state the minimal change necessary to make acceptable. (section by section)
IDENTIFY COURSES, COURSE SEQUENCES AND/OR OTHER METHODS FOR ACHIEVING OUTCOMES, KNOWLEDGE AND SKILLS

DISTRIBUTE FINALIZED OUTCOME, KNOWLEDGE AND SKILLS STATEMENTS. SOLICIT PROPOSALS FOR METHODS TO ACHIEVE THEM. SOLICIT VOLUNTEERS TO SERVE ON COMMITTEES FOR DEVELOPING PROPOSED METHODS

ESTABLISH COMMITTEES TO DEVELOP PROPOSALS

OUTCOME AREA COMMITTEES WORK

INTERDISCIPLINARY COMMITTEES WORK

REVIEW PROPOSALS

PREPARE DRAFT PROPOSAL FOR COMPREHENSIVE GE & B PROGRAM

DISTRIBUTE DRAFT PROPOSAL/SOLICIT FEEDBACK

COLLIDE FEEDBACK/REVISE PROPOSAL

NO

YES

READY FOR ACADEMIC SENATE?

FORWARD TO ACADEMIC SENATE FOR APPROVAL

PHASE IV:
DETERMINATION OF PROCESS/PLAN FOR ADMINISTRATION OF GE & B PROGRAM

SOLICIT IDEAS FROM FACULTY AND FROM OTHER UNIVERSITIES

COLLIDE IDEAS/PREPARE PROPOSAL

FORWARD PROPOSAL TO ACADEMIC SENATE FOR APPROVAL

Copies to all faculty.
Two types of committees:
1. Outcome Area Committees - a separate committee for each outcome area identified in Phase II to identify and develop courses, course sequences and/or other methods for achieving knowledge/skills statements identified in Phase II for their respective outcome areas; to serve as resource for Interdisciplinary Committees described below. Composed of faculty representing disciplines involved with the outcome area for that committee and 1 member of GE & B.
2. Interdisciplinary Committees: Two. Charge is to develop instructional packages which involve integration of the knowledge and skills associated with two or more of the outcome areas. GE & B will make every effort to ensure that each school and PCS has a representative on each; 1 member of GE & B.

Send to entire faculty copies of proposal for comprehensive GE & B program adopted by Academic Senate along with request.