The meeting was called to order at 3:06 p.m.

The minutes of November 17th were approved.

**Announcements**

Jane Noll chaired the meeting in place of Gladis Kersaint.

**Approved Courses**

a) No Funding Request

- CES4740, already approved at the November 3rd meeting, was inaccurately placed on the agenda for approval at this meeting.

b) With Funding Request

<table>
<thead>
<tr>
<th>1. BSC2050 – Environment</th>
<th>Dimensions – CT, INQ, SCP, ENP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Area – Life Sciences</td>
<td>A comprehensive introduction to the environment, including the scientific basis of ecology, population growth, community and ecosystem ecology, biodiversity, resource use and availability, energy production water, air and land pollution.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. ENC3310 – Expository Writing</th>
<th>Dimensions – CT, INQ, WLS (Also Gordon Rule Writing)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Area – Exit/Writing Intensive</td>
<td>This is a course that teaches the techniques for writing effective prose, (excluding fiction), in which student essays are extensively criticized, edited, and discussed in individual sessions with the instructor and with peers.</td>
</tr>
</tbody>
</table>

**Review Issues**

- Reviewers should pay attention to course titles when reviewing courses. Upper-level courses should not be titled as Introductory courses. SCNS will often reject these course titles.
- Janet Moore spoke about the need for those courses that are part of the 36-hour core of the Gen Ed curriculum need to be submitted as soon as possible so that they may be included next term.
Committee Reports
1. The funding committee needs seat matrix and recurrent funding information to assist with funding decisions. The first meeting of the funding committee will take place in the new year.
2. The marketing committee met with Janet Moore and Jacqui Cash to further develop the information flyer for the Gen Ed program. A draft should be available at the beginning of January, and the final product should be available for distribution for the first orientation in May.

New Business

- None

The meeting was adjourned at 3:37 pm.