

General Education Steering Committee (GESC)

Terms of Reference

Committee Sponsor	Vice-Provost Academic
Established	October 23, 2023
Last updated	January 15, 2024
Purpose	To provide oversight of the project to reconceptualize the General Education provision at Mount Royal University.
Membership	<p>Vice-Provost Academic (Chair)</p> <p>Academic Director, Liberal Education (Vice-Chair)</p> <p>One or two academic staff or management representative(s) from the following units:</p> <ul style="list-style-type: none"> ● Faculty of Arts ● Faculty of Business and Communication Studies ● Faculty of Health, Community and Education ● Faculty of Science and Technology ● University Library ● Department of General Education ● Students' Division <p>One or two SAMRU or GFC student(s)</p> <p>Resources:</p> <ul style="list-style-type: none"> ● Chair, General Education ● Consultant, Office of Institutional Research and Planning ● Academic Quality Assurance Coordinator ● Director, Office of the Provost (Resource) ● Executive Assistant (Recording secretary)
Responsibilities	<ul style="list-style-type: none"> ● To provide general oversight of the process to develop recommendations for revisions to the General Education provision. ● To facilitate stakeholder consultations as part of the General Education reconception process.

	<ul style="list-style-type: none"> ● To provide project updates to the representative unit(s) as determined by the committee. ● To provide input on the structure and draft of the proposed recommendations for revisions to the General Education provision. ● To endorse the proposed recommendations for revisions to the General Education provision for presentation to the General Faculties Council for approval.
Quorum	<ul style="list-style-type: none"> ● Simple majority of the members, excluding vacant positions
Expected Time Commitment	<ul style="list-style-type: none"> ● Approximately one meeting monthly (90 minutes) ● Consultation facilitation time (TBD) ● Ad-hoc meetings may be held on an ad hoc basis, as deemed necessary by the Committee Chair or as requested by any two committee members ● Participation in one or more half-day or full-day working sessions (on- or off-campus). ● <i>Project duration is expected to be minimum one calendar year.</i>
Resources	<ul style="list-style-type: none"> ● Budget for meeting expenses and other related activities will be covered by the Office of the Vice-Provost.