

**General Education Committee**  
**Meeting Minutes Nov. 9<sup>th</sup>, 2015**  
**2:30 p.m. HUB 109**

**Members Present:** Pat Cantor, Holly Oliver, Wendy Palmquist, Jim Stiles, Jason Swift, Rowan Allen (student representative), David Zehr (ex officio), Mary Campbell (consultant; non-voting), Joseph Rino (non-voting), Clarissa Uttley (non-voting),

**Members Absent:** Mike Davidson

**Approval of Minutes:**

Sept. 14 Minutes-Correct spelling of Clarissa Uttley to incorporate 2 "ts", delete "*Pat says she will meet with Mark Fischler, Dean of First Year Experience, to discuss*", Mark will be invited to a Gen Ed meeting in the spring semester

Sept. 28 Minutes- "*Nursing-nothing; anecdotal conversations with David & Mary*"-Mary's name should be deleted from this statement; under Volunteers-2<sup>nd</sup> bullet, the person in charge of course evaluations is Melinda Barnsley.

**Discussion Items**

- Report of the General Education Review Task Force
  - Brief report was shared and is posted on the Moodle site
  - Holly shared additional information:
    - The charge of the task force is still a bit unclear and progress is slow
    - Pat shared that this may be the first time a task force has been initiated by a faculty member (Dennis Machnik); this may be contributing to some of the confusion regarding the desired outcome for this committee; suggestion was made to contact then Speaker-Elect Lourdes Aviles Bramer for more information
    - The committee is making steps forward in terms of research and dialogue
    - Former Task Force Reports have been read: Gen Ed Program 1970s, Gen Ed Program 1985, Gen Ed from Robert Miller 2003, Gen Ed Assessment Plan Guidelines 2005, and Gen Ed Assessment Plan 2020
    - Pat suggested that the committee review additional reports found on the Gen Ed website
    - Faculty and student surveys are being constructed to ascertain interpretations of the Gen Ed program
    - *Jason will share with Holly information regarding a past proposal that was passed by the Gen Ed committee.* The proposal was discussed by the faculty but was not brought by the Gen Ed Committee to the full faculty for a vote. The following year, the Gen Ed Committee consulted the Steering Committee about bringing the proposal back to the faculty. At that time, the Faculty Speaker Bob Egbert said that the time to bring the

proposal to the faculty had been the previous year; that session was over, so it was too late for the proposal.

- Holly shared some stats re: Gen Eds and who teaches them (full-time v. teaching lecturer); overall the percent of full time faculty teaching Gen Eds (35.58%) is the highest rate since 2010-2011 (38.23); biggest decline in full time instructors is in the area of Creative Thought; 2014-2015-teaching lecturers for CTDI (54.78%) and in Fall 2015 (72.02%)
- Pilot Project Assessment
  - Clarissa disseminated a spreadsheet template for reporting out findings
  - She found it challenging to determine some of the information because of the variability in syllabi format; some syllabi clearly state how learning outcomes will be assessed while others say nothing specific
  - Holly will check in with Rik Pfenninger re: *American Pop Music & Jazz Styles*
  - Pat will check in with Becky Noel re: *Childhood in American History*
  - Pat reminded us that there does not need to be one assessment per learning outcome
  - Joey made the point that we need to be mindful of the difference between measurement & assessment
  - Clarissa clarified that the Student Performance Notes category was a place for misc. and clarifying comments
  - Clarissa reminded us that the pilot instructors will provide a narrative of the process and “we” are to collate and interpret the findings
  - Pat will invite pilot instructors to the Dec. 14<sup>th</sup> meeting to share their thoughts on the process thus far
- To date, the Nov. 23<sup>rd</sup> meeting has only one proposal; Pat will let us know if any more come in this week. Please review the interdisciplinary proposal this week and share your comments/vote
- We will plan to meet on the 23<sup>rd</sup> unless Pat tells us otherwise
- We are still waiting on many departments for sunset renewal paperwork despite numerous reminders from Pat; Deadline for Dec. 14<sup>th</sup> proposals is Dec. 7<sup>th</sup>-we will have a quick turn-around so be prepared to review in a short amount of time

**Next Meeting: Monday, Nov. 23<sup>rd</sup>, 2015**