

General Education Committee

May 17, 2010 – HUB 123

MINUTES

Present: Lourdes Aviles, Samuel D. Brickley II (Chair), Mary E. Campbell (consultant, non-voting), Christopher C. Chabot (3:01 pm), Wilson A. Garcia, Elliott G. Gruner, Jong Yoon Kim, Jillian Spring (student, voting), David Zehr (left at 3:40 pm) [eight voting members]

Excused: Corey J. DeGroot (student, voting)

Vacant: Dean of the Academic Experience

Exhibits: General Education Proposal Form (includes changes from May 10th meeting and from Elliot); General Education Proposal Process [e-mailed with the agenda]

Recorded in the order in which the agenda item was discussed. Sam Brickley called the meeting to order at 3:00 pm. Sam had invited Peter Drexel and Jason Swift to attend the meeting; both had class conflicts today.

1. Reports

- a. Course proposal form (revised draft) (Sam). The changes the Committee agreed to implement on page one were included in this draft.

The changes on page two, for items 2 and 3 of Sunset Renewal Proposals were discussed.

The initial goal of revising the form was simplification. Item 3 is very faculty centric. The Goals from the April 2005 assessment document focus on students. Not sure what the goal of the suggested language for item 3 is. Change should be done in context of what it is done for students, not for faculty.

Can information be obtained by annual survey of faculty?

Assessment is important. What is the right forum?

Renewal is time for reflection. This is a chance to get a larger sample of faculty responses.

Would like to see something for student evaluating. What is the purpose of sunset if people don't think about or reflect? Look at the questions so they would know what to answer.

We have spent lots of effort on faculty and not as much on students.

Focus groups have had small numbers of faculty attending. Share reflections in some structured way.

Talk next year about student assessment, e.g., creating online assessment. Concern with faculty seeing long list of questions and not responding. Make it optional. See General Education Handbook. Would their comments hold up approval of the course being sunsetted? Leave it open ended. We would like to hear from you but don't hold up decision on renewal. Faculty might wonder if they have to answer all the questions, how much they have to write.

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It's fair to expect reflection after four years.

If we got suggestions to change, would we move on them without valid student assessment?
Ask for reflection on courses evaluation. Look for course improvement.

Need to develop an instrument to assess students.

Someone in department needs to be responsible for courses that are being taught by several different faculty

Online evaluation will not be in place next year. It is being worked on; earliest will be fall 2011.

Proposed language for item 2 for Sunset Renewal Proposals:

Please also attach summary statistics of the results from General Education Program Student Evaluations for the most recent academic year during which the course was offered. Are the numbers consistent with your goals?

Proposed language for item 3 for Sunset Renewal Proposals:

Please reflect upon your experience with the course and discuss how you've succeeded with, maintained, or improved the course in order to meet or exceed General Education Program objectives. In addition, please offer any suggestions for changing the General Education Program, within any specific aspect or as a whole. Although feedback from Gen Ed instructors remains critical for Program assessment, your response is not required for sunset approval.

The form with the previous changes to page one and the above proposed language for items 2 and 3 was approved 7-0-0-2.

- b. Course proposal process (revised draft) (Sam). The change the Committee agreed to implement on page one (second bullet) was included in this draft. The Committee discussed the first bullet on page two: The Gen Ed Committee will approve the proposal in early review unless two or more members raise Gen Ed concerns or questions regarding the proposal. A straw poll was taken: Jillian, Jong, Sam and Wilson wanted "two or more"; Elliot and Chris wanted "one"; Lourdes abstained. *The General Education Proposal Process document was approved as presented today 5-2-0-2.*

The General Education Committee meets on the second and fourth Mondays of the month from 2:30 to 3:30 pm in HUB 123. The first regular meeting of the Committee for the 2010-11 academic year will be **September 13th**.

The Chair declared the meeting adjourned at 3:45 pm.

Respectfully submitted,

Mary E. Campbell, Scribe
Director of Curriculum Support

These minutes were approved September 13, 2010.