

General Education Committee Minutes

Tuesday, August 24, 2023

11:00 a.m. – 11:57 a.m.

Zoom

Present

Qin Geng, George Hale, Erin Kraal, Megan O’Byrne, Krista Prock, Karen Rauch, and John Stanley

Absent

Diana Ebersole, and COE Representative

Call to order

M. O’Byrne called the meeting to order at 11:00 am

I. Approval of Minutes

- a. Minutes from April 20, 2023
 - i. Postponed to next meeting.

II. Announcements

- a. None

III. Proposals

- a. LAS 23063 – FYS 100 – Simple Living
 - i. The date needs to be changed to Spring 2024, and the box in Table 1 needs to be checked.
 - ii. GEC members requested expansion of the assignments for SLOs. Assessment part is vague and needs to be aligned with the SLOs, and list what might be submitted for rating. GEC members requested that rationale for the assignments be expanded to add clarity.
 - iii. The committee discussed the course description and the role of this in the course proposal and website. How much should duplicate the FYS master syllabus and how much should be unique to the topic?
 - iv. It was moved by J. Stanley, and seconded by K. Prock, to approve this proposal as amended. MOTION PASSED.

IV. New Business

- a. GEPAC Progress
 - i. Rep Council – proposal passed 5/23
 - ii. Senate – pending vote on proposal
 - iii. UCC – pending vote on proposal
 - iv. M. O’Byrne updated the committee on the process, and noted that representatives may be needed to go to meetings, but all is in order and moving forward. Still need to confirm that the proposal is on the Senate agenda.
- b. Prepare for General Education Program Review
 - i. Finalize program review
 1. Subcommittee for data analysis will need to complete analysis of the data requested from Institutional Research. E. Kraal will be on the subcommittee and ask GEAC members to assist.
 2. Volunteers requested to review the write up before submission
 - a. D. Ebersole and J. Stanley will help with the final edit of the document

- ii. Recruit external reviewers for early Spring visit
 - 1. K. Rauch plans to look for reviewers at the upcoming AGLS Constitute conference she is attending with M. Baranczyk.
- c. General Education Rebranding/Marketing
 - i. Subcommittee to review existing models and make recommendations
 - 1. The committee needs to consider what Gen Ed “looks like” and how the process is completed. Students and faculty can see Gen Ed as “whatever” courses or wasted time. There is a need to be clear about how this part of their education is vital and foundational.
 - 2. K. Prock, K. Rauch, and J. Stanley will form this subcommittee.
 - ii. Update on new position
 - 1. The Provost has received approval for a lower level management, General Education manager position. The search is currently in progress and going well. This person will help with marketing, website updates, tracking approved courses, and scheduling needs. This will allow the faculty on the committees to concentrate on the curricular aspects of General Education, not the logistical aspects.
- d. Recertification of General Education courses
 - i. Discussed forming a subcommittee to review existing models and make recommendations. K. Rauch, D. Ebersole and M. O’Byrne will be on this subcommittee, along with whoever is hired in the new position.
 - ii. Plan to begin with Category C courses, since those were the courses most recently assessed by GEAC. Recertification process will review courses based on assessment alignment and performance, and SLO compliance, among other metrics, to make sure the courses still belong in the General Education program. If no student work products have been submitted for assessment, then the course cannot be assessed for recertification. General Education must be able to assess the course. There was a question about information from GEAC about courses that did not submit student work product, and that information is available to GEC. There was a question about submitted courses that don’t show great results, and about handling individual courses/instructors. The response noted that they will be evaluated on whether or not they are making the basic standard (ie: did they “do science” or “do quantitative”), and this will be an aspect where changes can be made to the courses. Discussion ensued.
 - iii. M. O’Byrne plans to take this topic to ChairNet to notify them and have a transparent process.

V. Other Business

- a. G. Hale suggested meeting face-to-face to enhance the effectiveness of this committee.

VI. Move to adjourn by J. Stanley, seconded by K. Prock. Meeting ended at 11:57 pm.

Next GEC Meeting will be held on Sept. 21, with a continuation meeting on Sept. 26 as needed.