

Meeting Notes

Item	Description
Name/Title	General Education Review Committee
Date	March 24, 2014
Time	2:00-3:00
Location	200 McKenny
Members Attending	Zenia Bahorski, Daryl Barton, Chris Foreman (co-chair), Christopher Gardiner, Peggy Liggitt, Gerald Newberry, Mary Rearick, Bob Winning
Absent	John Koolage (co-chair), Konnie Kustron, Michael Tew

Debrief & Reflections on Meeting with General Education Reform Committee:

There was a brief review of the [March 13th](#) meeting in which some members of the General Education Reform Committee shared their insights into the formation of the current program. In particular, the areas of computer and writing competency were referenced.

Introduction to Michigan Transfer Agreement (MTA):

The MTA was mentioned in relation to the original ease of transfer charge to the Reform Committee. Pat Cygnar, Director, Community College Relations, will attend a future meeting to follow up on this issue. MTA replaces the Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) agreement. MTA will cause more changes for community colleges than for Eastern.

Next Steps and Committee Charge:

Instructional staff feedback:

- Questionnaire will be put out in the 2nd week of September and run for 10 days.
- Questionnaire will include demographic question asking if respondent has taught Gen Ed.
- Chris Gardiner volunteered to work with IRIM over the summer on logistics of questionnaire.
- Results will be in hand by the fourth week of September and a couple of committee members will do analysis and present to the larger group.
- In the meantime, the committee will work on the logistics of scheduling and promoting the focus groups and on the format and questions to be asked.
- Focus groups will run from the start of October to mid November.
- During the final four weeks of Fall 2014 semester the results of the feedback will be processed.

Student survey:

- The design of student survey will be started at the next meeting (April 21st).
- Peggy Liggitt will follow up on how data from the National Survey of Student Engagement (NSSE) and Senior Exit Survey might be useful from a Gen Ed perspective and report on this at the next meeting.

Next steps:

- Hold a retreat in early September, possibly on the afternoon of the second Friday, for 3 hours. Committee members will be contacted as to availability in August. This would be a working session to formalize what questions the committee is meant to be answering and could take the form of making a template of the report due in January, 2015.
- Have instructor questionnaire ready for review at first meeting in September.
- Chris Foreman's office is reviewing policies, procedures, and processes. Computer literacy issue would fall under processes as would LBC tracking.