Meeting Notes

Item	Description
Name/Title	General Education Review Committee
Date	January 28, 2015
Time	11:00-noon
Location	200 McKenny
Members Attending	Zenia Bahorski, Doug Baker, Chris Foreman (co-chair), Christopher Gardiner, Lisa Klopfer, John Koolage (co-chair), Konnie Kustron, Peggy Liggit, Gerald Newberry, Mary Rearick, Bob Winning
Absent	Mariana Nicolae

Final Report:

- All sub committees should use common format.
- Table format is too abbreviated.
- Biology Department's Program Review will be distributed to the committee. Goes criterion by criterion with paragraph for each strength, weakness, opportunity, and threat. Numbering system used; e.g., II Criterion Two, Strength II-1, II-2, etc. which would be useful for review. Page limit set for program review will not be used.
- Arguments made in body of report and reference made to supporting evidence.
- Committee can decide how public to make the report. At a minimum, it will go to the Provost's Office, Faculty Senate, and the General Education Advisory Committee.
- Report can be put online (password protected or not) with capability for submission of comments (within two week deadline).

Criterion One (Mission) and Two (Integrity: Ethical and Responsible Conduct)

Draft of Criterion One is attached. Work on Criterion Two is in progress.

Criterion Three: Teaching and Learning: Quality, Resources and Support

SWOT table is attached. Data is needed on which courses in General Education also apply to a major program. Chris Foreman will email spreadsheet with this information for distribution.

There was discussion of the distribution of instructor type and how that has evolved, with a noticeable increase in part-time lecturers and GAs teaching General Education courses. Reasons for this include insufficient faculty to staff a department's courses; possible preference by some departments to use part-time instructors for these courses; and part-time instructors' preference and ability to teach lower level courses in the case of some departments. Infrastructure to support these instructors should be put in place, with the General Education office being given the resources to support Department Heads in this regard.

University Advising sees the lack of clarity as to scheduling of General Education classes as a major advising problem. Some departments have consistency in offerings semester to semester, while others don't.

There was also discussion of the impact of students taking General Education courses at community colleges and of online offerings.

Review of Quantitative Data Subcommittee

Attached are summary tables of percent of students passing General Education courses with a C or better. The data raises certain questions as outlined in the attached "Gen Ed Review Data Questions." It was agreed that these questions are useful and discussion included the following:

- 400 and 500 level courses are Writing Intensive and LBC courses only.

- Courses with 100% passing rates account for less than 1% of students and are all small classes.
- It would be useful to ask departments about courses with consistently high failure rates.

Criterion Four - Teaching and Learning: Evaluation and Improvement.
Attached is the draft for Criterion Four. Issues raised included:
- Indicators of student success pose the greatest challenge. What is really going to indicate success?
- What statistics will be relevant to assessment in our courses?
- In the process of piecing together parts that can inform assessment of student learning.
- How is the process assessing the General Education program in general? What sorts of measurements do we have to say that the General Education program is accomplishing what is outined in the mission statement? How do we know if the outcomes listed are still effective and useful?
- Need to do an employer survey sometime in the future. Existing data from employers in relation to internships need to be digitized.

Attachments:
Criterion One: Mission - Draft 012815
Criterion Three: Teaching and Learning: Quality, Resources and Support – Table
Criterion Four: Teaching and Learning: Evaluation and Improvement – Draft 012815
Gen Ed Review Data Questions
Data Tables