

Meeting Notes

Item	Description
Name/Title	General Education Review Committee
Date	October 15, 2014
Time	11:00-noon
Location	200 McKenny
Members Attending	Zenia Bahorski, Doug Baker, Sarah Fabian, Christopher Gardiner, John Koolage (co-chair), Konnie Kustron, Peggy Liggitt, Gerald Newberry
Absent	Chris Foreman (co-chair), Mary Rearick, Bob Winning (all excused). COB representative – position vacant.

Review of Draft Templates (see attached documents)

Criteria One and Two

Criterion One: Mission

Rationale is as per the UG catalog listing.

Criterion Two: Integrity: ethical and responsible conduct

It was agreed that item 1, “Describe the *processes and procedures* in place that pursue fairness and transparency in the university’s allocation of resources to the General Education Program,” will be followed by the following parenthetical comment: “In considering the allocation of resources we are not just concerned with financial support, but with the fairness of other sorts of processes and procedures such as course vetting.”

In answering item 1, it was agreed that data would be examined at both the Provost’s Office level and the Department Head level. A survey of the Department Heads could be sent from the Provost’s Office which would ask for information relating to all three items listed in Criterion Two.

Criteria Three and Four

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

The question was brought up as to whether all seven items apply to General Education Program Review and if any items are missing from the list. It was agreed that leaving all items in would be of value in that the final report can say if they don’t apply, if they relate to the goals of the original General Education reform, and if they highlight any unintended consequences of the program.

Item 7: Changes to General Education Since Last Review.

“Describe curricular changes to the General Education program that have received approval since the last review” to be changed to, “Describe the processes of curricular change to the General Education program that have occurred since its inception.”

Item 1: Instructional credentials.

The question of the minimum required credentials of instructional staff should be include in the Department Head survey.

Criterion Four: Teaching and Learning: Evaluation and Improvement

Item 5: Links between National and Local Goals.

This should be included in Criterion One (1.A.3).

Action Items

At the next meeting, the committee will consider how the program review template aligns with the committee's original charge and the five areas identified in that as being necessary to include in the review.

Subcommittees will:

- revise the criteria above based on today's discussion
- Consider if the proposed data sources listed at the back of the CAS review document can be used in the General Education program review.

The Library representative is assigned to the Teaching and Learning subcommittee.

Attachments:

Draft Template - Criteria 1 and 2

Draft Template - Criteria 3 and 4