General Education Committee Meeting Minutes

September 20, 2018

Members Present: Kate Polasek, Frank Rossi, Kevin Sheets(chair), Lauren Stern, Doug Armstead, Carol van der Karr.

Members Absent : Steve Cunningham, Jenn McNamara, Abby Thomas, Bruce Mattingly, two vacant seats.

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| **Topic** | **Comments** | **Action** |
| **Approval of Minutes** |  | **Minutes from Sept. 6 Approved** |
| **Get out the vote** | Remember to push those you know to vote for the contested GE seat. |  |
| **Shared drive access** | All present have it (it is available at [\\shares\gen ed committee](file:///%5C%5Cshares%5Cgen%20ed%20committee) ) |  |
| **GE Assessment-subcommittee (SC) selection**  | GE2 has a rubric, GE6, 7, and 12 need more work, staffing selected in light of this.Vagueness of the GE 7description noted. This provides an opportunity for department faculty to make rubric more measureable than description.Diversity in SC requested for GE12 as it has the potential to be a contentious category (possible split between humanities and sciences departments) | **GE2 Natural Science SC –Steve (elected unanimously in absentia)****GE6 Contrasting Cultures SC-Kate and Lauren****GE7 Humanities SC-Kevin and Doug****GE12 Science, Tech, Values and Society SC-Frank and Abby(elected unanimously in absentia)** |
| **GE Assessment Timeline** | Jenn, Steve, and Carol met ahead of today’s meeting to clarify timeline. Carol discussed a draft of the timeline and highlighted the goal of having a representative syllabus and general idea of assessment method to be used by instructor by the end of the fall semester.  | **Final draft of timeline will be circulated upon completion.** |
| **GE Assessment subcommittee responsibilities** |  | **Jenn to send initial email to relevant dept. chairs calling for volunteers. Subcommittee responsible for follow-up** |
| **GE Assessment Form Review** | Old form was over specific and repetitive, new form looks to prep instructor for spring assessment in fall term. The new form was well received. |  |
| **Presentation Skills update** | The presentation skills committee is being resurrected.No committee has existed on campus for years, all review of new courses has fallen to Paul.Revival spurred by new blood on campus, faculty with presentations skills at core of their discipline. Multiple new courses likelyCarol will participate in meeting to reinstitute committee to review course proposals and oversee assessment-likely to be embedded.Committee to be parallel to writing intensive committee. |  |
| **Writing Intensive Rubric** | New WI rubric shared and minor changes to WI SLO1, IM SLO1, IM SLO3 notedWI SLO1-invisibility removedIM SLO1-clarifiedIM SLO3-Tripartate intent explicitly split in three. We were notified that relevant changes in curriculog were in the works and that a sandwich seminar will be held this fall to announce the rubric to the larger campus community. |  |
| **Adjournment** |  | **Meeting adjourned at 9:05am** |

Submitted by

Doug Armstead