**General Education Committee**

**Meeting Agenda**

**September 17, 2019 at 4 p.m.**

**HSS 2018**

**Members Present:** Lillie Fears, Kevin Humphrey, Gauri Guha, David Harding, Zahid Hossain, Bethany Seaton, Rebecca Oliver, Gary Edwards, Robert Schichler, Ferebee Tunno, Marc Williams, Sarah Davidson, Karen Yanowitz, Hong Zhou

**Ex-Officio, Non-Voting Members Present:** Joseph Loar, Karen Wheeler, Summer DeProw

**Staff Support:** Madeline Prestidge

1. Meeting minutes from April 29, 2019

Motion: Oliver

2nd: Humphrey

All approved the meeting minutes.

**Old Business**

1. New member orientation

Harding discussed the description of the General Education Committee from A-State’s website. The purpose of the GEC is essentially to be involved in looking at the quality and relevance in the context of review of general education. Over the last several years, we have split into four different groups and classes, and this is the year to finish this cycle. Everyone will be assigned to a committee; in the past there have been three committees. This year it is proposed for there to be four committees, so that will lighten the amount of reports assigned to each group. Harding said the committee owes the work they do to the students to represent not just your college or program. Additionally, Harding reminds the committee that general education is a quarter of what students do. If students choose to not return to school, many of them only take general education courses; this can have a serious impact on them. Oliver said this committee does a lot of valuable, hard work. The committee reviews every general education course, and have often given “tough love” feedback to departments and faculty, but it is in an effort to improve student-learning. This committee has gone through a lot of phases, but we are in a “kinder and gentler” phase. Guha said this committee was an eye-opener last year. Of course you always think your department and courses are the most important, so it’s great to get insights of students looking at these Gen Ed courses and things outside of your college.

1. Chair and Vice Chair election

As of right now, there is not any language in the book of committees that gives direction for a vice-chair. For now, the appointment is a three-year term; Jeff Bailey keeps track of this. The committee’s previous chair has retired, so a new one must be chosen today. Guha nominated Harding once again. Said he did a great job in the spring and does not “ruffle too many feathers.” Says he would like to try out being a chair at some point, so he would be interested in being a vice-chair so he may learn. Williams seconded the nomination. Harding and Guha left the room so the committee could discuss. Seaton asked if there were any alternative nominations, and no one had any suggestions. Oliver said Harding brings a measured approach and is congenial when talking to departments, which is a necessary approach. When faculty and staff look at things like the strategic plan that was just released, we want someone who will have a proper approach with these academic departments, chairs, and assessment coordinators with this possible change. Seaton suggested voting for Harding and Guha as chair and vice-chair together.

Motion: Seaton

Unanimous agreement

1. WAGG Report

Harding reminded everyone that at the last meeting, the committee applied to the Wolves in Action Program to get together over the summer and host some meetings with an ultimate goal to have an impact in the strategic planning process. Wolves in Action General Education Group (WAGG) is on the general education page of the A-State website. Harding prefers people read over this. Three subgroups of people wrote what they thought was important and he combined it. The general consensus is that we need to keep meetings a shorter. We have another meeting scheduled for two weeks from now, so a full debate for this report will be discussed then. If committee members see typos or ill-phrased reports, please send to Harding **beforehand.** Harding reminds everyone that it is a draft. Deprow asked if we would like to invite the five members who are on the WAGG but not on the GEC to the next meeting? Harding said he will invite them. Fears asked if this has anything to do with the Dream committee; Oliver said it disbanded several years ago and never came back together. If committee members are interested in the strategic planning process, that draft was announced today. Dr. Russ Hannah and Deprow are on this committee. The steering committee mentioned our GEC work in their work, so staying involved in this is a good way to get in your opinion. The original timeline is a bit behind right now. DeProw says that tomorrow they (she and Dr. Hannah) are trying to schedule all town hall meetings to be completed by the third week of October. There will be an RSVP process, but DeProw does not know exact dates at this time. Goal is to have town hall feedback by the last week of October, then the steering committee will start on the implementation process. Yanowitz asks if there will be any mechanism for those who aren’t able to make it to be able to give input. DeProw said there is an option to have it on off Fridays when Faculty Senate is not meeting. The consultant group is still involved. Seaton clarifies that the WAGG document is our committee’s collective input to put into the steering committee. Prestidge will send it electronically.

1. Assessment report review workload

DeProw and Wheeler have been brainstorming on how the meetings can be more streamlined. There are technically seven biology reports, but we will receive six because one course will likely be taken out. There are eight physical sciences on the books, but we haven’t taught geology in a decade, so we are up to thirteen reports. Four reports from history on an interim basis. So, total, we are anticipating seventeen reports. DeProw asked if the committee wants to divide and have four subcommittees with four to five reports per subcommittee? DeProw will work with members outside of meetings so meetings are more concise and people have their thoughts together. The other option is to have part of the committee work with DeProw and have the meetings solely dedicated to the WAGG reports and curriculum. This year has a heavier workload, so DeProw hopes to spread it more evenly over the next four years. Wheeler said there will be a need for subcommittees on the curriculum side as well as assessment. Wheeler suggested to go with the side you would like to be more involved with (curricular vs. assessment).

**Future Business**

1. Assessment reports from Life and Physical Sciences due October 7, 2019

DeProw hopes the work over the summer will help it to not be such a push to get everything finished. Oliver asks if there are assessment similarities. DeProw said there will be multiple choice questions. How much data should they have collected in the last three and a half years. Yanowitz says sometimes they will discuss two reports simultaneously because there are similar approaches. Dr. Travis Marsico is writing the biology reports. No lab reports are required; in the past we have had them, but this is not required anymore. Harding said we can make meetings more concise and productive—it can be a short discussion then an up or down vote. If the committee establishes that norm, that will make the work move a lot more quickly. Guha suggests we have a checklist of sorts for the subcommittees to keep things on task. Harding said we can be helping people understand this checklist. DeProw can look at the examples after the reports are due. Make sure you are not a chair for a report for your college. Oliver said she is willing to chair a subcommittee. Loar said he will be happy to serve and he is fine to not vote. Hossain said he would like to help, too. Yanowitz and Seaton volunteer to be a chair, as well. This is something the assessment office may put together. There are a lot of questions asked during the meetings, but they could be taken care of more quickly if you ask DeProw on your own time. Seaton suggests there are four committees.

Motion: Seaton

2nd: Oliver

Unanimously in favor.

**Old Business (2018-2019)**

1. General Education Teaching Award

Harding said the major problem is getting the application online. Yanowitz said the process has become a bit more difficult.

Miscellaneous:

* Fears said her department has the AOS section; wanted to know if this is included in the data? DeProw said yes. The data might be found differently, but it should be about the same. Fears gets the sense that AOS is separate, but it is our curriculum.
* Harding was present in a dispute over the summer between the Music department and Communications because of a discrepancy in the bulletin. Music is not trying to give general education credit for Oral Communications, but it seemed to be worded that way. The issue has been addressed.

1. Membership proposal for SGOC and Book of Committees

Harding motions to adjourn, Seaton approved, and Tunno seconded.