**General Education Committee**

**Meeting Agenda**

**December 3, 2018 at 9 a.m.**

**HSS 3035**

Voting Members Present: Rebecca Oliver, Joseph Rukus, Marc Williams, Lillie Fears, Paige Wimberley, Ferebee Tunno, Hong Zhou, Bert Greenwalt, Loretta McGregor proxy for Karen Yanowitz, Robert Schichler, Zahid Hossain, David Harding

Ex-Officio Members Present: Summer DeProw

Staff Support: Mary Elizabeth Spence, Elizabeth Wakefield

Members Absent: Ali Khalil, LTC Brian Mason (proxy CPT Robert Anderson), Gauri Guha,

The meeting was called to order at 9:02 pm by Chair, Dr. Paige Wimberley.

Meeting minutes from November 26, 2018 – Rebecca Oliver motioned to approve the meeting minutes and Dr. Joe Rukus seconded. All approved.

**Old Business**

1. Sub-Committee Reports –
   1. Sub-committee #1:
      1. HIST 2763 US History to 1876 –
      2. HIST 2773, US History since 1876
   2. Sub-committee #3:
      1. HIST 1013 World Civilization to 1660
      2. HIST 1023 World Civilization since 1660

Dr. Rukus stated that he thinks they have given us an accurate report, but not as accurate as they could have given us. Rebecca said she would like to see an interim report in which they are told that they did not fill out the form correctly, and that they need to make a deeper dive into the data that they are given by the assessment office. Dr. McGregor asked if they have received any help, and Dr. DeProw told her that they have. Dr. McGregor asked if a member from the committee attended the meeting with the department. Dr. DeProw explained that it is the duty of the assessment office to help gather data. The History department had the same access to data as the Political Science and they have a plethora of data. Dr. Wimberley stated that we have asked for revised reports for less information than this and we need to make sure that we follow the precedent. Dr. DeProw would like for a GEC committee member to be a mentor for these programs. Dr. Yanowitz had some comments delivered via email to Dr. Zhou and would like to reject the report and ask them to complete the report correctly. Dr. Rukus made a motion to request interim reports from the History Department due October 1, 2019 for all History General Education courses. The interim reports should include the following:

* Report form completed correctly with the 2016 approved assessment plan in questions 6-9 and the new assessment process in questions 6.1-9.1
* Data from spring 2018, fall 2018, spring 2019, and summer 2019 (if sections are offered)
* Present the data as both overall aggregated exam scores and item analyses
* Present an action plan that addresses the assessment process and student learning
* Work with the Assessment Office to collect the data and create interim report

The motion was seconded by Rebecca Oliver. Committee voted unanimously to pass the motion.

**New Business**

1. Sub-Committee Reports
   1. Sub-committee #1:
      1. POSC 2103, Introduction to US Government – The report contained an in depth analysis of the assessment with item analysis. The report also compared students’ scores to course grades and demographics. The participation seemed low, but was explained in the deviations section. They additional reports were very detailed. Dr. Zhou brought up a point made by Dr. Yanowitz through the review committee that for POSC 1003, they should choose which outcome they are addressing to make the information clearer. Dr. Harding replied that there are questions that address both outcomes, but the analysis could be split out as to which question pertains to which outcome in the future. Rebecca Oliver moved to accept the report as is. Dr. Tunno seconded and all approved.
      2. POSC 1003, Introduction to Politics
   2. Sub-committee #2:
      1. PSY 2013 Introduction to Psychology – There were several questions and comments posed about this report from the committee.
         * The report contained several typos, such as the date in table 10.1.
         * Item 7 does not state clearly whether the benchmark was met or not.
         * The report is missing information in sections 9 and 9.1 from the original plan.
         * Is the benchmark overall or by question? Dr. McGregor responded that it is by question.
         * Has the Psychology department analyzed the different numbers by modality? Dr. McGregor replied that they are working on the instrument to make sure that it is capable of assessing student learning appropriately before moving further into analysis.
         * What measures are being used to determine whether the question stays or goes? Dr. McGregor responded that the department is using expertise on the assessment committees in the department and statistical analysis with a t-test.
         * What was the sample size for this data? Dr. McGregor stated that there are 12 courses semester with 40 students registered, and approximately 300 per quarter in the online sections, and approximately 25 students in the concurrent section.
         * The committee expressed concern about the analysis not matching the benchmark set. The data is weighted by class and not by student, but the benchmark is measuring students.
         * The committee commended the Psychology Department for their work on diverse naming conventions.
         * A revised report is to be submitted by February 1st, 2019.
   3. Sub-committee #3:
      1. None for this meeting

**Old Business for Future Meetings –** Motion to postpone this until the January meeting. All Approved.

Meeting adjourned at 9:58 pm.

1. Ed Salo, GEC Assessment/Faculty Fellow task list –
2. Task Force for Book of Committee
3. ULO Report from Assessment Office
4. Report from Teaching Award Committee
   1. Dr. Harding has submitted a report. If time allows, we will discuss at the December 3 meeting.
5. Substantive changes to assessment plan discussion