Gen Ed Committee Meeting

February 3, 2011

2:00 p.m.

Graduate School Conference Room

Present: Sue McLarry (NHP); Bill Humphrey (AG); Josie Welsh (Assessment); Dan Marburger (BUS); Chris Harper-replacing Marci Hayes (COM); Tom Adams (ED); Rick Clifft (ENGR); Dale Miller (FA); Rebecca Oliver (Honors); Jerry Ball (HSS); David Levenbach (HSS); Jeff Helms (Military Science); Tanja McKay (SCOM); Chris Collins (Secretary – AAR)

Absent: Lynita Cooksey (AVCAA); Phyllis Pobst (HSS); Jeff Jenness (SCOM); Jill Simons (UC)

Meeting was called to order at 2:00 p.m. by Sue McLarry, Chair of Gen Ed Committee.

Minutes were reviewed by committee. Motion was made by Bill Humphrey to approve minutes as is. Second was made by Rebecca Oliver. Motion carried, minutes approved.

The function of the General Education Committee is:

“The GEC considers proposals for modification of the general education curriculum and reviews each course in the general education program once every three-years to determine its acceptability as a general education course.  The GEC will review assessment data on the general education program provided by the Assessment Office and make recommendations to the VCAAR.” (Shared Governance Committee descriptions)

The focus of the Committee discussion was related to “reviews each course in the general education program once every three-years to determine its acceptability as a general education course.”

Conclusions:

1. A course is the individual course as listed in the General Education program and the ASU Bulletin and not specific sections.
2. All sections of the course must have the same General Education goal and will measure the same outcomes related to the General Education goal.
3. Review by the General Education Committee will follow submission by the department of a form either the same or similar to UCC **New/Special Course Proposal-Bulletin Change Transmittal Form**
4. All variations of the syllabi for the course will be submitted. Each syllabus must include the General Education goal and the appropriate outcomes. Assessment of the outcomes must be addressed.
   1. Josie Welsh made a suggestion on 2/6/11 related to the outcomes:
      1. At what level is the outcome addressed in this course, introduction, reinforcement or mastery?
      2. How does course content relate to the outcomes
      3. How do course assignments relate to the outcomes
      4. How does testing relate to the outcomes
      5. How are the outcomes assessed
   2. A recommendation is for all sections of a General Education course use the same outcomes and use the same method to assess the outcome.
5. The General Education committee will determine the acceptability of the course for the General Education program in the same manner a new course is accepted or not accepted by reviewing content.
6. This review will occur every three years or four years if the recommendation of the General Education committee is accepted by the stakeholders in the Shared Governance process.

Further discussion was related to “GEC will review assessment data on the general education program provided by the Assessment Office and make recommendations to the VCAAR.”

1. Two different general education goals will be assessed every year on a four year cycle.
2. Aggregate data will be reported to the General Education Committee by the Assessment office.
3. The General Education Committee will review the assessment and make recommendations to the VCAAR.

2/8/2011: SM

Meeting adjourned at 3:35 p.m.

Submitted by:

Chris Collins

Assistant to AVCAS