

General Education Council Meeting

Minutes

May 5, 2014

9:00am WS 2806

Present: Kim Barron, Dwight Brady, Mike Burgmeier, David Donovan, Jill Leonard (Chair), Carolyn Lowe, Andy Poe, Kim Rotundo, Kristen Smith, Rob Winn. Guest: Paul Lang

1. **Approval of Minutes:** Minutes of 4/14/14 approved.
2. **Announcements & Reminders**
 - a. Lang expects to receive the General Education proposal as passed by the Academic Senate within the next day or two. Lang congratulated the council for their hard work and perseverance.
3. **Status of the Gen Ed and University graduation recommendations**

Lang indicated that it may take a little longer to implement the Math requirement. There is a need for someone to coordinate this requirement. Questions were raised about who is responsible for any of the graduation requirements. It was suggested that we create a subcommittee responsible for monitoring the implementation, oversight and management of the graduation requirements (sans the health promotion requirement). Motion/second to create said subcommittee: Donovan/Smith. The motion passed unanimously. Leonard will consult with Larry Pagel to determine if this change to the council's charge needs to be approved by the Academic Senate.
4. **Status update on Rubric trials from this year**
 - a. **Data and Faculty Feedback**

Burgmeier has been corresponding with instructors volunteering to trial our three rubrics, providing details on compiling reports for the council. No one has submitted any data yet but Burgmeier asked for completed reports by the end of May. After some discussion we agreed we only need a few copies of student work (one from the high end, one in the middle range, and one from the low end). Burgmeier will convey this information to the instructors.
5. **GEC leadership and structure**
 - a. **Elections for next academic year**

Poe nominated Leonard for chair. Donovan nominated Burgmeier for secretary. Poe nominated himself for chair of the Graduation Requirements subcommittee. Donovan moved to close nominations and accept all officers as presented. Motion passed unanimously. Leonard suggested we elect a chair-elect in the fall so they are ready to assume the chair position the following year.

b. Invite new council member (Mark Smith) to participate in summer activities.

The committee agreed to invite Mark Smith to the summer meetings.

6. Set up timeline for activities for Gen Ed implementation

a. Summer 2014

Develop Rubrics: May. Post drafts to web site by mid-June and solicit feedback. Provide a list of questions to guide feedback. Barron will draft some sample questions.

Meet Monday, 5/19 & Wednesday, 5/21 from 10:00am-2:00pm to work on rubrics. We discussed having simplified rubrics and agreed that courses should meet all dimensions of a rubric. Winn will look for samples of simplified rubrics for the meeting.

We will need to send out a status report to faculty.

b. 2014-2015

We discussed timelines for the various work to be completed. Donovan volunteered to edit the lab science requirement in August. We will need to update the General Education requirements for the other programs (associate degrees and certificates). As soon as rubrics/evaluation process is in place we will need to begin the evaluation of transfer courses starting this fall.

7. Good of the Order

None

Respectfully submitted,
Mike Burgmeier