

General Education Council Meeting

Minutes

June 30, 2014

1:00pm NSF 2506

Present: Kim Barron, Dwight Brady, Mike Burgmeier, David Donovan, Jill Leonard (Chair), Andy Poe, Kim Rotundo, Kristen Smith.

1. Approval of Minutes: Minutes of 6/23/14 approved.

2. Assessment Plan and Rubrics

a. Introduction to Assessment Plan

We reviewed and edited the introductory assessment plan information. We decided that all students who receive a grade for a course (A – F) should be included in the assessment of the course. Students who withdraw or take an incomplete should not be included in the assessment data.

3. Application Form Review

We reviewed and edited the Course Inclusion Proposal form, specifying details in the course overview section and trying to simplify other parts. We decided to create a separate form for each component of the General Education program (that also includes the Critical Thinking outcome as required of all components).

4. Planning for Listening/Input Meeting

Tentatively scheduled a General Education Rubric Discussion & Feedback Session, July 21, 1:00-3:00 pm, University Center. Leonard will post the draft rubrics and the course inclusion proposal forms to the GEC web site along with a brief survey to solicit feedback. Leonard will also send out an email to campus faculty announcing the session.

We set a date of September 1 to have the rubrics and application materials finalized so they can be made available to the campus community. We will need to schedule an August meeting to discuss input from the survey/feedback session and finalize these documents.

5. Good of the Order

Barron thanked those that provided feedback to the draft HLC report on the General Education AQIP project. She will be submitting the report on July 1.

Respectfully submitted,
Mike Burgmeier