**­General Education Council**

**Minutes**

**November 2, 2017**

**1:00-3:00 pm, West Science 2803**

**Present**: Mike Burgmeier, Jim Cantrill, Wendy Farkas, Andy Poe, Kim Rotundo, Andrea Savord, Brian Zinser.

1. **Approval of Minutes:** Minutes of 10/19/2017 approved.
2. **Reports: Chair**
   1. **Election:** The Committee on Elections and Committees failed to receive any nominations for the vacant Health Sciences and Professional Studies representative. They will try another call for nominations in November.
   2. **HLC Assessing General Education Workshop**Wendy registered an NMU team (Wendy, Mike, Brian, Jim & Judy Puncochar) for the February 20-21, 2018 workshop (see draft agenda below).
   3. **Fall Semester Meeting Schedule** (note the room change on Oct. 19)

|  |  |  |
| --- | --- | --- |
| ~~September 7, 2017 (WS 2803)~~ | ~~September 21, 2017 (WS 2803)~~ | ~~October 5, 2017 (WS 2803)~~ |
| ~~October 19, 2017 (~~**~~WS 2806~~**~~)~~ | ~~November 2, 2017 (WS 2803)~~ | November 16, 2017 (WS 2803) **CANCELLED** |
| November 30, 2017 (WS 2803) |  |  |

1. **New Business**
   1. **Assessment of Graduation Requirements**We clarified that the Written English & Mathematics competencies would be assessed by the English and Mathematics departments respectively. We did not discuss the assessment of the World Cultures requirement at this time.
   2. **Proposal to Modify Graduation Requirements**

No rationale was provided with the proposal. Tabled.

1. **Old Business**

**None**

1. **Proposal Review Process**
   1. **Proposal Revisions for Review**
      1. **None**
   2. **Proposals for Initial Review**
      1. **NAS240 Lindala.** Motion to approve: Zinser/Cantrill. Approved.  
         This was recommended as a model proposal. Burgmeier will post to the GEC website.
2. **Good of the Order**

Poe: Math does not want MA100 to count toward the Mathematics Competency Requirement.

Cantrill: Attended the Michigan LEAP Institutional Learning Community meeting. WSU, MTU & NMU gave presentations on their general education programs. Cantrill will forward the notes and other documents from the meeting.

Meeting adjourned at 2:10 p.m.

Mike Burgmeier, Secretary

**AGENDA**Education Workshop | February 20–21, 2018 | Kansas City, MO

HLC Assessing General Education Workshop Agenda

February 20–21, 2018

**Tuesday, February 20**

6:30–8:30 a.m. **Breakfast**

8:00–8:30 a.m. **Registration**

8:30–9:00 a.m.   
**Welcome and Introduction to Workshop**HLC staff members will open the event, introducing the other staff and facilitators leading the workshop. HLC’s Senior Scholars will then begin by setting a foundation for the workshop’s curriculum.

9:00–10:15 a.m.   
**Variables Impacting General Education Assessment: Philosophy and Structure**  
This presentation examines how the philosophy and structure of an institution’s general education program impacts its approach to assessment.

10:15–10:30 a.m. **Break**

10:30–11:15 a.m.   
**Variables Impacting General Education Assessment: Goals, Outcomes, Policies and Perceptions**This presentation explores how institutional goals, learning outcomes and policies related to general education need to be considered when designing an assessment plan.  
  
11:15 a.m.–12:00 p.m.   
**Team Time**Teams consider the issues they have identified as needing to be addressed. Teams can also review their institutions’ existing outcomes, identify constraints and begin to develop an action plan.  
  
12:00–1:00 p.m. **Lunch**  
1:00–1:30 p.m.   
**The General Education Assessment Process**This presentation provides a brief overview of the process of general education assessment.  
  
1:30–2:30 p.m.   
**Learning Outcomes**This presentation reviews general education learning outcomes, focusing on where they come from, how they are supported by the curriculum and why they are critical to assessment efforts.

2:30–2:45 p.m. **Break**  
2:45–3:30 p.m.   
**Performance Indicators**This presentation presents the critical role of measureable performance indicators in the assessment process.  
  
3:30- 4:00 p.m.   
**Assessment Methods**This presentation provides an overview of different ways in which students can demonstrate their learning.  
  
4:00–5:00 p.m.   
**Team Time**Teams will continue to develop plans for work that needs to be accomplished at their institutions. If time permits, teams can also work on developing performance indicators or review their institutions’ assessment methods.

HLC Assessing General Education Workshop Agenda

February 20–21, 2018

**Wednesday, February 21**

6:30–8:30 a.m. **Breakfast**

8:30–10:15 a.m.   
**Assessment Measures**This presentation examines different metrics that can be used to measure student performance, and the considerations that need to be taken into account when developing and utilizing these tools.

10:15–10:30 a.m. **Break**

10:30–11:15 a.m.   
**Data Collection**This presentation explores approaches to collecting assessment data and implementing a general education assessment plan.

11:15–11:45 a.m.   
**Transforming Data into Information**This presentation explores how actionable information is derived from assessment data.

11:45 a.m.–12:15 p.m.   
**Facilitating Engagement and Leading the Process**This presentation provides tips on how to engage faculty in the process and the role of faculty leadership in general education assessment.

12:15–1:15 p.m. **Lunch**

1:15–2:00 p.m.   
**Team Time**Teams will complete action plans and timelines for work and discuss what needs to be accomplished when they return to campus.

2:00–3:00 p.m.   
**Team Report Out**