

## Minutes

General Education Council

April 26, 2021 9 a.m. via Webex

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**Present:** Dr. Robin Blankenship, Dr. Christina Conroy, Dr. Laurie Couch Dr. Michael Fultz, Dr. Morgan Getchell, Dr. Wilson Gonzalez-Espada, Dr. Mark Graves, Dr. Shannon Harr, Dr. Kouroush Jenab, Mr. Keith Moore, Ms. Kerry Murphy, Ms. Lora Pace, Dr. Thomas Pappas, Dr. Robert Royar, Dr. Edna Schack, Dr. Chris Schroeder & Dr. Timothy Simpson

**Absent:** Dr. Bo Shi

- I. **Minutes from March 29, 2021** – Dr. Robert Royar moved to approve. Dr. Jenab seconded the motion. Minutes were approved unanimously.
  
- II. **General Education Assessment Verification Forms** – The departments who have courses in the new general education program submitted their assessment plans. The Council was charged with verifying that they were satisfactory. Dr. Harr completed the initial review and then dispersed a group of courses to each council member for a second review. Dr. Harr presented the status of the review of the general education assessment verification forms (see below). Unless otherwise noted, the forms met expectations of both reviewers.

**Foundational:**

FYS 101

COMS 108 – reviewer asked for clarifications, not submitted yet

ENG 100

ENG 200

HON 200 – reviewer asked for clarifications, not submitted yet

MATH 123

MATH 131

MATH 135

MATH 152

MATH 174

MATH 175

**Level 2 NSC:**

AGR 185 – submitted wrong SLO – waiting for resubmission – 2<sup>nd</sup> time

ASTR 105

ASTR 112

ASTR 125

BIOL 105

BIOL 110

BIOL 155

BIOL 171

BIOL 234  
CHEM 101  
CHEM 111  
ESS 102  
ESS 108  
ETM 104  
ETM 201  
GEO 103  
HON 215  
MATH 125  
NUTR 101 – need more information before review  
PHYS 109  
PSY/NEUR 121  
SCI 123  
SCI 104  
SCI 111

**Level 2 SBS**

ECON 101 – no assignments created yet  
ECON 201 – no assignments created yet  
EDF 207  
FIN 264 – need more information before review  
HLTH 151  
HST 261  
POLS 100  
POLS 140  
PSY 154  
SOC 101 – Reviewer requested additional information but not received

**Level 2 HUM**

ART 160  
ENG 120  
ENG/IST 211  
FLM 170  
HON 205  
HST 271  
MUSH 261 – Reviewer requested additional information but not received  
PHIL 100  
THEA 110

**Level 3 GCAH**

ART 263  
COMS 250

COMS 290 (reviewer unable to open file – see note below).

FRN 101

IST 101

IST 250

PHIL 106

POLS 110

SPA 101

UTCH 250 – No verification form submitted

**Level 3 ECE**

APS 201

CVM 210

GST 273

HON 210

PHIL 103 – reviewer requested additional information but not received

LGS/PLS 200

POLS 177

POLS 262

SOC 203

Dr. Schack noted that David Long would be submitting the information for UTCH 250 soon. She stated that there was a miscommunication concerning who was responsible for completing. Dr. Conroy stated that she had not been contacted concerning submitting additional information for PHIL 103. Dr. Jenab stated that he is not able to open COMS 290 to complete the review. Dr. Blankenship moved to approve all the courses that have been found to be acceptable by two reviewers (those listed above without comments). Dr. Schack seconded the motion. The Council approved unanimously. Two groups remain those that have not been reviewed by a second council member and those that have a secondary review in progress. Dr. Royar will complete the secondary review of the first group (AGR 185, NUTR 101, ECON 101 and 201, and UTCH 250) when they are ready. The council members who are reviewing courses whose assessment plans have not been determined to be acceptable yet will continue to work with the submitter until finalized. Dr. Conroy moved to approve the remaining courses pending satisfactory clarification and acceptance by the two council reviewers. Dr. Royar seconded. The council unanimously approved.

The council discussed the process and the form. Dr. Graves suggested that a checklist be included on the form where the initiator confirms that they have included all the necessary components/requirements of an acceptable assessment plan. Dr. Conroy suggested that the committee come to a consensus on the interpretation of the SLOs and the rubrics/performance indicators. Dr. Royar

suggested creating a glossary of verbs used in assessment. Dr. Schack would like to see the student instructions/assignment included with the assessment verification form. Dr. Couch stated that the Council will begin continuous improvement of the process in the fall beginning with the assessment of the first courses in the cycle. She stated that faculty who are teaching courses which evaluate the same SLOs will discuss the assessment and work together on plans to improve. Dr. Harr will develop a new data submission form for reporting.

- III. **FYS Subcommittee Report** – Ms. Pace stated that the FYS subcommittee met on April 20. They discussed the restructure of the subcommittee, implementation of the new SLO, spring student evaluations, FYS 101E, and changes to FYS for fall (see minutes). Dr. Graves updated the Council on the faculty senate’s status of the proposed restructuring of the FYS subcommittee incorporating the feedback from President Morgan regarding continuity. Dr. Couch stated that placement for FYS 101E has been difficult for fall due to ACT and other placement test issues related to pandemic. She and others are working to address the difficulties. Dr. Schack stated that there is a UAR in development concerning academic misconduct. She complimented the FYS speaker that presented on this subject and encouraged additional content. Dr. Couch stated that week 10 of the course included academic integrity content also.
- IV. **Membership** – Dr. Couch thanked the following members who would be rotating off the Council for their service: Dr. Royar, Dr. Jenab, Dr. Fultz and Dr. Schack.
- V. **Old Business** – None.
- VI. **New Business** – Mr. Moore sought clarification for how to address transition issues concerning courses students had taken previously as part of the current general education program that are not part of the new program. The Council discussed transfer students and returning students and the issues that may arise. The council agreed that the result of the transition issues should always benefit the student. Dr. Moore suggested that advisors first look to see if it is best to adjust the catalog year and if not, manual adjustments would be made to benefit the student as appropriate.

NEXT SCHEDULED MEETING: TBA, Fall 2021

# **FYS Subcommittee Meeting Minutes**

## **Tuesday, April 20, 2021**

Attended: Michelle Barber, Christopher Beckham, Megan Boone, Robert Boram, Laurie Couch, David Flora, Mark Graves, Shannon Harr, Eric Jerde, Thomas Kmetz, Lora Pace, Janet Ratliff and Alana Scott

- **FYS Subcommittee Restructure Update**

Mark Graves reported that Dr. Grupe was meeting with Dr. Russell and the committee restructure was on the agenda. Faculty Senate added the FYS Committee to the Faculty Interest Survey so they will be ready to populate the committee, if approved.

- **New SLO Implementation Update**

The new General Education SLO was implemented in the spring FYS 101 classes. The data will be pulled and reviewed at the end of the semester. This SLO will be added to the common FYS 101 General Education SLO shell for the fall semester.

- **Spring Student Evaluations**

Weeks 1-12 evaluations are very good. The question “I feel my instructor knows me” was discussed. The committee voted to use “I feel that my instructor knows my interests and challenges” in place of this question for the fall 2021 evaluation.

- **FYS 101E**

Dr. Couch talked about the criteria used to place students in the FYS 101E section. After the first four SOAR programs, all four FYS 101E sections were closed. The students enrolled in the 101E courses are being reviewed to make sure they qualify to be in the course. Sections of FYS 101E will be added as needed.

- **FYS for Fall 2021 Recommendations**

The following recommendations were made and approved by the committee for the Fall 2021 semester:

1. Extending Mental & Physical Wellness week to two weeks due to the importance of the topic as well as the week it is scheduled is a short week due to Labor Day.
2. In-person vs. video speakers will be determined through the summer and will be dependent upon current COVID guidelines.

Tom Kmetz will discuss with the library staff whether to continue with exclusively online library instruction, go back to face-to-face library instruction, or a combination of both.