

GenEd Council Meeting Minutes
May 4, 2012
031 Allie Young

In attendance: Dora Ahmadi, Doug Chatham, Cyndi Gibbs, Timothy Hare, Phil Krummrich, Sara Lindsey, Gary Meso-Gaido, Kerry Murphy, Charles Patrick, Ann Rathbun, Paula Serra, Wesley White, Carol Wymer, Karla Aleman (proxy for David Gregory)

Guest: Billie Horton (Recorder)

Meeting was called to order by Chair C. Patrick at 2:00 p.m.

P. Krummrich made motion to approve minutes from April 27, 2012. Seconded by C. Wymer. Vote to approve was unanimous with two corrections:

1. Correct the spelling of Doug Chatham's last name.
2. Under FYS reports – change to “announced availability of a QEP **web site** with updated information”.

Reports:

- FYS subcommittee – T. Hare

The FYS faculty training session held May 2nd was very successful with 30 FYS instructors attending. Total sections to date for FYS total of 55 face-to-face sections and one hybrid. The hybrid section will meet both face-to-face and online through Blackboard. The students will also attend the FYS speaker programs.

Online sections have been taught in the spring only. Research shows there is a low success rate for first time freshman in online courses. C. Patrick requested the GEC remain diligent to keep online FYS course offerings to a minimum.

A.Rathbun discussed concerns about spring semester FYS courses. Faculty are reporting concerns with a high number of students failing the course. Students who fail the spring FYS courses are now being tracked by L. Pace. FYS subcommittee will examine possible options for assisting students who are retaking FYS in the spring semester.

- Registrar – K. Murphy – no report

- Assessment - P. Serra

Computer competency reports from faculty and student surveys were given to members with explanation and discussion following. Ideas were requested to help students with computer skills before the report is presented to the Provost and Deans:

- On-line tutoring (modules) instead of a test and a 16 week class.
- Tutoring and Learning Center could teach computer skills.
- Class syllabus indicating a prerequisite with a list skill sets for instruction.

Based on the survey results and discussion, there was broad consensus among the GEC members that the most effective option is to provide students online modules and/or instructional videos coupled with tutoring. Most GEC members supported an online site (within the Portal) with choices of available modules and/or instructional videos plus information on available tutoring. It was suggested the MSU Tutoring and Learning Center working with the CCL technology lab prepare and provide targeted tutoring for tasks within applications such as MS Word, PowerPoint, Excel and others.

Action Items:

- SLO subcommittee report – P. Serra

Report was given and explained to members showing revisions of SLO's. The table has column titles of Original, Revisions and Rationale for revisions.

A. Rathbun made motion to send current SLO report to departments for review and feedback. Departments would submit feedback to the SLO workgroup by September 20, 2012 to take to Faculty Senate by October 1st. T. Hare seconded. Vote was unanimous. P. Serra will work with GEC chair to distribute report to academic department for feedback.

T. Hare made the motion to reduce the number of required assessments and assignments per general education SLO from two to one. C. Gibbs seconded. Vote was unanimous.

Discussion:

- General Education – Review Exchange Course Proposal Guidelines process:
D. Ahmadi made motion to use revised GenEd proposal form for approval with all **new** exchanges, seconded P. Krummrich. Remove #'s 4 & 5 from page three, second section: "**Justification (and approval criteria)**". Vote was unanimous with approved amendment.

C. Wymer moved that in fall all programs offering exchange courses must complete the last part of the proposal form "**Program Providing the Exchange Course**". Seconded by D. Ahmadi. Vote was unanimous.

C. Wymer requested that notice be provided by the GEC for all exchange courses to submit assessment data in the fall semester.

Meeting was adjourned at 4:00 p.m.

Next meeting TBA.