

# GENERAL EDUCATION COUNCIL

## SEPTEMBER 27, 2013

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**In Attendance:** Dora Ahmadi, Scott Davison (proxy for Kelly Collinsworth), Noel Earl, Cyndi Gibbs, Wilson Gonzalez-Espada, Mark Graves, David Gregory, Timothy Hare, Karen Lafferty (Sara Lindsey proxy), Kerry Murphy, Clarenda Phillips, Robert Royar, Tom Williams, Carol Wymer.

**Guests:** Sharri Jones (recorder)

Meeting called to order at: 1:01 p.m.

### I. SEPTEMBER 13, 2013 MINUTES

*MOTION TO APPROVE – MARK GRAVES – MOTION CARRIED*

### II. REPORTS

#### a. FYS (TIMOTHY HARE)

- TIMOTHY HAS CONTACTED THE DEANS AND DEPARTMENT CHAIRS ASKING FOR SUPPORT AND ASSISTANCE IN OFFERING ADDITIONAL SECTIONS OF FYS.
- TIMOTHY PROVIDED THE FOLLOWING INFORMATION HE OBTAINED FROM HIS MEETING WITH THE PROVOST:
  - THE PROVOST WAS WILLING TO USE ACADEMIC AFFAIRS FUNDING TO PAY DEPARTMENTS WHO HAVE THEIR OWN FACULTY TEACH FYS AND THEN HIRE ADJUNCTS TO TEACH THEIR OWN PROGRAMS. ACADEMIC AFFAIRS WILL REIMBURSE THESE PROGRAMS.
  - THE PROVOST WAS CONCERNED ABOUT PROBLEMS WITH COMMUNICATION AND DOESN'T KNOW WHO TO TALK WITH ABOUT GEC ISSUES.
  - THE PROVOST WAS APOLOGETIC ABOUT THE REQUEST TO IMPOSE A SURVEY ON FYS INSTRUCTORS THIS SEMESTER. TIMOTHY HAS ASKED FOR A MEETING WITH ALL INTERESTED PARTIES INVOLVED. THIS GROUP WILL TRY TO GET THE INFORMATION NEEDED WITHOUT IMPOSING ON THE TIME OF THE FYS INSTRUCTORS.
  - THE PROVOST MADE A PROPOSAL ABOUT DEVELOPING A COORDINATOR FOR EACH OF THE DISTRIBUTIONS AND THE CAPSTONE TO HELP PROVIDE LEADERSHIP AND COORDINATION.
- FYS SUB-COMMITTEE CONTINUES TO WORK ON THE INSTRUCTOR EVALUATION.
  - FYS SUB-COMMITTEE IS TRYING TO DEVELOP A SYSTEM THAT TAKES PLACE OVER THREE OR FOUR SEMESTERS SO THAT THERE IS OPPORTUNITY FOR INTERVENTION AND IMPROVEMENT RATHER THAN TO JUST BAN PEOPLE FROM TEACHING. THEY ARE ALSO INCLUDING PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR THOSE WHO MAY BE HAVING DIFFICULTIES.
  - THEY ARE TRYING TO DETERMINE WHAT IS THE MOST EFFECTIVE WAY TO INTEGRATE WITH DEPARTMENTAL EVALUATIONS.
  - ROYAR QUESTIONED HOW THE EVALUATIONS WOULD FIT IN DEPARTMENTAL FEP

- TIMOTHY HAS BEEN MEETING WITH THE QEP COMMITTEE CHAIR TO ENSURE THAT THERE IS COMMUNICATION BACK AND FORTH. THE QEP IS MAKING EXCELLENT PROGRESS IN MINIMIZING THE EFFECT ON INSTRUCTORS WHILE MAXIMIZING THE QUALITY OF INSTRUCTION FOR STUDENTS.

b. REGISTRAR (KERRY MURPHY) – *NO* REPORT.

c. ASSESSMENT (PAULA SERRA) – *NO REPORT*

### III. COURSE PROPOSALS – IN PROCESS

- a. COURSES *PENDING CHANGES ARE STAYING ON THE AGENDA AS A MATTER OF RECORDKEEPING – NO DISCUSSION WILL OCCUR AT THE MEETINGS.*

### IV. COMMON MEASURES

a. TIMELINE –

- CLARENDA INITIATED A DISCUSSION ON COMMON MEASURES. PART OF THIS PROCESS IS GETTING THE “WILL OF THE GROUP”. WHAT IS IT THAT YOU WOULD LIKE TO DO BEING AWARE THAT WE WOULD NEED TO HAVE A TIME LINE FOR WHATEVER WE WANT TO DO. THIS WILL NEED TO BE A CAMPUS WIDE CONVERSATION, SO WHAT IS THE TIMEFRAME FOR GETTING FEEDBACK FROM ACROSS CAMPUS?

b. PROCESS –

- WOULD THE COMMON MEASURES BE ACROSS SLO’S OR ACROSS THE COURSE TO BE EVALUATED? PERHAPS WE NEED SOME DEFINITION OF TERMINOLOGY. WHAT IS A COMMON MEASURE?
- CYNDI GIBBS STATED THAT SHE BELIEVED THAT THE INTENT WITH THE ORIGINAL GEC COMMITTEE WAS A COMMON RUBRIC BUT SPECIFIC TO EACH COURSE, ALTHOUGH THIS MAY NOT BE THE APPROPRIATE WAY THAT WE NEED TO GO AT THIS POINT.
- WHETHER COMMON MEASURES IS DETERMINED TO BE THE APPROPRIATE COURSE OF ACTION, WE DO HAVE TO ADDRESS THE CHANGES IN THE SLO’S AND HOW THEY ARE GOING TO BE EVALUATED.
- THERE WAS A DISCUSSION OF HOW THE DATA OBTAINED WOULD BE EVALUATED, THE VALIDITY OF THE DATA ANALYSIS, THE PURPOSE OF THE DATA AND HOW IT IS GOING TO BE USED.
- IT WAS FELT THAT THE ISSUE IS ABOUT ASSESSING STUDENT LEARNING ACROSS CAMPUS REGARDLESS OF WHAT DISCIPLINE SPECIFIC COURSE THE STUDENT IS TAKING. ARE THEY LEARNING WHAT WE SAID THEY SHOULD LEARN? HOW DO YOU GET THAT INFORMATION? GEN ED DOESN’T BELONG TO A DISCIPLINE, IT BELONGS TO GEN ED.
- IT WAS COMMUNICATED THAT WE WOULD NOT HAVE TO DEVELOP NEW CURRICULUM PROPOSALS FOR THE COURSES.
- PAULA SERRA DID AGREE TO POST ALL OF THE ASSESSMENTS THAT WE ARE CURRENTLY USING. PERHAPS WE SHOULD START BY REVIEWING THE CURRENT ASSESSMENTS FOR OVERLAP.
- AFTER DISCUSSION ABOUT HOW THIS COULD/COULD NOT FIT ACROSS EACH SLO CATEGORY, IT WAS DETERMINED THAT WE HAVE TO SEE WHAT IT WOULD MEAN TO GET TO A COMMON MEASURE. SHOULD SOMEONE EVALUATE THE CURRENT RUBRICS FOR ONE SLO AND DETERMINE IF THERE ARE OVERLAPS?

- SCOTT DAVISON VOLUNTEERED TO REVIEW THE CURRENT ASSESSMENT MEASURES FOR READING COMPREHENSION TO SEE IF THERE WERE COMMON ASSESSMENTS BEING DONE ACROSS CAMPUS AND PROVIDE THE GEC AN EXAMPLE OF WHAT A COMMON MEASURE MAY LOOK LIKE.
- A MOTION WAS MADE BY DORA AHMADI FOR SCOTT DAVISON TO DRAFT AN EXAMPLE TO ASSESS THE READING COMPREHENSION SLO FOR THE GEC. **MOTION CARRIED.**
- MARK GRAVES VOLUNTEERED TO WORK WITH SCOTT ON THE PROJECT.

**V. CLOSING THE LOOP**

- a. WE CURRENTLY HAVE A NUMBER OF CATEGORIES WHERE THE DATA SUBMITTED INDICATES THAT 70% OF OUR STUDENTS ARE NOT ACHIEVING THE SLO'S. WE NEED TO DEVELOP A PROCESS ON A PLAN FOR CLOSING THE LOOP.
- WE WOULD NEED TREND DATA ON SLO'S.
  - IT WAS SUGGESTED THAT WE WERE REQUIRED TO REPORT ASSESSMENT DATA FOR TOO MANY SECTIONS, AND THAT MUCH SMALLER SAMPLE SIZES COULD BE USED AND THE RESULTS WOULD NOT CHANGE.
  - IT WAS ASKED THAT GEC CONSIDER AT A LATER DATE CHANGING THE REQUIRED REPORTING RATE.
  - WE WOULD NEED A WORK GROUP TO PUT TOGETHER A PLAN FOR CLOSING THE LOOP. BE THINKING ABOUT WHETHER YOU WOULD LIKE TO SERVE ON THE WORK GROUP. IT WILL BE BROUGHT BACK BEFORE THE COMMITTEE.

**QUESTION:** CYNDI GIBBS INDICATED THAT FACULTY SENATE HAD REQUESTED THE CAPSTONE RUBRIC BE REVIEWED.

- IT WAS DETERMINED THAT THIS REQUEST CAME AS A RESULT OF THE CHANGE TO THE SLO'S. WHEN THEY CHANGED, THE RUBRIC WAS NOT UPDATED.
- CYNDI, DOUG CHATHAM, MIKE FULTZ, PAULA SERRA, AND JOHN HENNIN WERE SUGGESTED. CYNDI WILL CONTACT THEM AND SOLIDIFY THE WORK GROUP MEMBERS.

**QUESTION:** TIMOTHY HARE ASKED TO REVISIT THE PRE-VOTING FOR GEC PROPOSALS.

- THE ONLINE VOTING PROCESS WAS DEVELOPED TO GET COUNCIL MEMBERS TO READ THE PROPOSALS PRIOR TO THE MEETING.
- WE DO HAVE A PROPOSAL COMING THROUGH THAT HAS BEEN IN PROCESS SINCE LAST YEAR. WE ARE NOT ASKING THAT FACULTY MEMBER TO USE THE NEW FORMS. IT DOES HAVE THE APPROPRIATE SLO'S.
- AFTER DISCUSSION IT WAS DECIDED THAT WE WILL POST THE PROPOSAL ON BLACKBOARD, THERE WILL BE A DATE BY WHICH TO SEND SHARRI COMMENTS, THE COMMENTS WOULD BE POSTED, AND THE MEMBERS WOULD BE PREPARED TO VOTE AT THE MEETING.

IT WAS ALSO CONFIRMED THAT THE BLACKBOARD SITE HAS THE MOST RECENT DOCUMENTS AND FORMS POSTED.

**NEXT MEETING:** OCTOBER 25, 2013, 1:00 P.M. AY 031