

Minutes

General Education Council

October 22, 2015

Members Present: Karla Aleman, Christina Conroy, Scott Davison, Mike Dobranski, Noel Earl, Michael Fultz, Wilson Gonzalez-Espada, Mark Graves, Timothy Hare, Bev McCormick, Roslyn Perry, Clarenda Phillips, Tom Williams

- I. September 10, 2015 Minutes were approved via online voting.
- II. The First Year Subcommittee Guidelines were approved via online voting.
- III. Reports
 - a. FYS (Timothy Hare)
 - The majority of the FYS Subcommittee's work is focused on selecting a common reading for FA 2016.
 - We currently use the common reading textbook to assess reading comprehension with a Pre-test and Post-test. With the new book, we must determine how to evaluate reading comprehension. We have not been able to address this so far.
 - b. Registrar (Ros Perry)
 - No Report
 - I was asked to bring before the committee the possibility of PHYS 201 being added to NSC II category of General Education courses. There have been several instances of course substitution requests for students who are in their last semester and ready to graduate. The NSC II category is the only requirement missing in their program evaluation.
 - It was questioned as to why they would have taken the more difficult PHYS 201 instead of a general education course. It was thought that PHYS 201 may be a pre-requisite to a required course in their program.
 - Ros will provide more background as to the circumstances involved with the requests (program change, etc.) and whether it is particular programs who are requesting the substitutions.
 - Wilson will speak to the Physics instructors to see if they would be willing to consider the request.
- IV. Assessment Plan Timeline
 - a. Review and Discussion
 - We must prepare for the 2020 SACS visit. We are required to follow the Assessment Plan Timeline (page 4 of the March 28-30, 2011 *SACS Response Report*). We have been reviewing the GEC Minutes and documents and making a repository that provides information relative to which activities we have done and where we have holes. That should be complete by the next meeting, and the Council may be asked to provide some kind of narrative to accompany the document.

- The document says that in 2014-2015 we will repeat the four-year cycle. We will not repeat the cycle, because it does not apply. We will use what we did in 2014-2015, but will need to identify what to include in General Education Assessment moving forward for 2015-2016 and beyond.
- b. Graduate Exit Survey
- We need a sub-committee to develop the Graduate General Education Exit Survey. The sub-committee will focus on questions related to general education. There was no definition provided to SACS of what was included in the survey, or how it was to be administered. The expectation would be that the General Education Program will make modifications to address any areas of concern identified by the survey.
 - ❖ Mark Graves, Mike Dobranski, Karla Aleman, and Bev McCormick agreed to serve on the Graduate Exit Survey Sub-Committee. Mark Graves will chair the committee.
 - The survey should be completed in sufficient time so that SP 2016 graduates can take the survey. We cannot get the survey ready for FA 2015 graduates.
 - The sub-committee will also need to identify the best method to make sure students take the survey.
 - There was a discussion regarding the fact that we must have data submitted for 70% of our students for each SLO. This is in addition to students being required to meet a 70% achievement level.
 - There was a discussion regarding data submission requirements.
 - Each department has a General Education Data Coordinator. We will review the list to see if it is up-to-date. Perhaps we should talk to people to determine why they have not been submitting data to determine if there are ways that we can make the process easier.
 - We do report general education assessment annually to the CPE. This report can be found on the General Education portal site, but we will also post it to Blackboard for your review.
- I. Closing the Loop
- a. The graduate exit survey and completing the timeline information is part of closing the loop, but we do need to have a more formal conversation.
- II. Common Measures
- a. We will not revisit Common Measures until after the Director of Assessment and Testing is hired and the data from the pilot group is analyzed to determine its effectiveness.
 - b. Pilot Groups will continue to use the same measures.

NEXT MEETING

November 5, 2015 11:30 – 12:30