

**General Education Curriculum Committee
Meeting of January 28, 2011, 3:15 p.m.**

Minutes

Attending (Voting): Brandt, Cox, Crespo, Haworth, Koerselman, Leichty, Mansfield-Jones, Maron, Martin, Menezes, Singleton, Weinberg, Wolfe. *(Non-Voting):* Billingsley, Carden, Dietrich, Karega-Mason, Reed, Steinberg.

Approval of Minutes

The minutes of December 10, 2010 were approved.

Faculty Senate Report

The final version (dated January 27, 2011) of the Five-year Faculty Senate Report with updated appendices (Appendix A: Assessment Report 2005-2008 and Appendix B: Function and Structure document) was approved.

*Action: Carden will forward the report to the Chair of the Academic Programs Committee under the signature of the GECC chair.

Phase I Assessment Report

Karega-Mason responded to questions about the assessment reports. There is no clear determination as to how the minor altering of rubrics—to bring them in line with the Paul-Elder model—has impacted the Phase I assessment outcomes. The Phase I assessment satisfied SACS requirements and served as base-line data. The initial results have not been shared with departments; however, a system for sharing future results will be developed in consultation with Dietrich, Billingsley and others. Reports can be generated through the new LiveText system.

Phase II Assessment/Live Text

Karega-Mason announced the February 11 training for the next phase of assessment. The actual review of the written communication courses in English is set for February 19, using the innovative LiveText system (uploading of documents).

Phase II Assessment Subcommittee

Karega-Mason solicited volunteers for the Phase II Assessment Subcommittee to address concerns regarding the establishment of an effective assessment process. Volunteers include: Karega-Mason, Dietrich, Crespo, Martin, Menezes and Wolfe in consultation with Billingsley.

Syllabus Template Subcommittee

Karega-Mason solicited volunteers to design a “checklist” for readers who will review course syllabi that were collected in 2007. The template/checklist will serve as a guide for readers in assessing whether general education course standards have been met, that is, whether they adhere to stated student learning outcomes with corresponding assessments for each outcome.

Koerselman suggested a phraseology mechanism for determining how/why standards are either

met or not met. As a reminder, some of these courses were grandfathered in prior to the implementation of specific general education syllabi guidelines. Confirmed members of the subcommittee include: Karega-Mason (convener), Cox, Crespo, Dietrich and Wolfe.

*Action: Karega-Mason will convene the subcommittee to develop a template and will provide the files to readers in electronic format once the assessment is scheduled.

CD Petition Subcommittee

Cox asked if anyone would be willing to serve on the CD Petition Committee as a replacement for Willey, who is on sabbatical in the spring. Depending on the flow of the petitions, there are few meetings; most business is conducted by e-mail or conference call. Brandt volunteered to serve as a student representative.

Update on Course Proposals and Course Listing

Carden reported that one proposal (WGST 344/PAS 344) was withdrawn. The updated general education course listing (effective Summer 2011) was distributed and posted to the web site.

Transfer Credits/General Education Requirements

Billingsley discussed a question that arose in Speed School about whether courses accepted on the quarter-semester system could be converted to the semester system to meet the general education requirement. Steinberg and Reed explained current practice as it relates to equivalencies and degree audit. Koerselman closed the discussion by stating that business would be conducted as usual.

Future Meetings

The next meeting of the GECC was set for February 25, 2011 at 2:30 in the Jouett Hall Conference Room.

Prepared by Kathy Carden