

**General Education Curriculum Committee
Meeting of September 12, 2014, 2:30**

Minutes

Attending (Voting): Adams, Banks, Bertacco, Bradley, Brueggemann, Desoky, Fernandez, Futrell, Lingo, Pack, Reynolds, Rolph, Singleton, Song, Wright
(Non-Voting): Billingsley, Carden, Dietrich, Gilchrist, Reed, Wiggins-Romesburg
(Guest): Katie Shanahan

Approval of Minutes

The minutes of May 6, 2014, were approved and will be posted to the gen ed web site at <http://louisville.edu/provost/GER/> .

Introduction of Committee Members

Introductions were made and new committee members were welcomed.

Review of Committee Charge

Singleton gave an overview of the structure and function of the GECC, a recommending body to the Provost.

Election of Committee Chair

After a call for nominations, Jackie Singleton was re-elected to serve as chair of the GECC.

Subcommittee Service Volunteers

Tasks of the Course Proposal and CD Petition Subcommittees were reviewed. The following members volunteered to serve:

Course Proposal Subcommittee (coordinated by Kathy Carden): Zach Adams will serve as the new student representative; continuing members include Bradley, Fernandez, Futrell, and Song.

*ACTION: The subcommittee will meet as soon as possible following the November 14 course proposal submission deadline. Prior to the meeting, Carden will provide gen ed course syllabus guidelines, along with the new proposals.

CD Petition Subcommittee (coordinated by Christine Wiggins-Romesburg): Mary Cait Rolph will serve as the new student representative; other volunteers include Bertacco, Desoky, Reynolds, and Singleton.

*ACTION: Periodically, Wiggins-Romesburg will pass on any new CD petitions for review. Reviews can be done through e-mail. For the essay criteria and petition forms, see tab #14 in the gen ed reference binder or the link on the gen ed web site.

Reference Binders and Web Site

New members were presented with a general education resource binder, including the updated membership roster and various documents that also can be found on the general education site.

CD Petitions Update

Billingsley reported that two pending CD petitions urgently needed to be reviewed following the full committee meeting.

*ACTION: Billingsley will notify students of the decisions, and Wiggins-Romesburg will follow up as necessary.

General Education Assessment

Billingsley gave an overview of the gen ed assessment program that was initiated in fall 2015. Previously, the three overarching competency areas in the general education preamble (Critical Thinking, Effective Communication, and Cultural Diversity) were assessed; now five topical areas and one competency area (CD) will be assessed as well. The Critical Thinking (CT) rubric was refined in December 2013, and is incorporated by i2a. UofL is in the second cycle of reviews and will be doing gen ed assessment by topical area each term through spring of 2016. This will allow time to send results to the departments before submitting the report to SACS in 2017. SACS reviews will involve general education (assessment and GER revisions) and an updated QEP, including Community Engagement. The Provost has announced a general education reform, but this action primarily will be the work of A&S with a committee being formed by December. Eager participation from faculty going forward is sought, especially additional readers for the respective content areas being assessed.

Wiggins-Romesburg provided a detailed PowerPoint handout of the general education assessment process and explained the three phases, that is, the work that takes place prior to the semester, during the semester, and after the semester.

Shanahan, an experienced member of the assessment team and expert using the multi-level LiveText assessment tool, commented on the scope of the four-hour training workshop for readers to increase inter-rater reliability. Training covers guidelines on the competency measures, instruction on scoring ranges, review of sample student artifacts, and completion of the rubric. Also, engaged training allows on-the-spot discussion by readers about any differences in opinion or biases. Generally, ratings are fairly consistent.

Billingsley clarified that the assessment and LiveText coordinators do not interpret the results but provide them. It is the work of the committee to interpret the results and discuss with colleagues ways to improve the program. Faculty members ethically are responsible for improving the program, and it is a requirement of SACS.

Natural Sciences is the next content area to be assessed, and collection of artifacts has begun. The Written Communication assessment has been completed as part of the three-year assessment cycle. This assessment was done primarily by highly-trained specialists.

*ACTION: The GECC homework assignment for the October meeting is to read the Spring 2014 Written Communication Assessment Report and decide how to proceed in sharing the results with the faculty.

Pending Item

DRAFT revisions of the assessment documents (FAQ and Project Guidelines) as currently posted on the web will be circulated for review.

Upcoming Meeting

The next meeting was set for October 31, at 2:30 p.m., in the Jouett Hall Conference Room.

Prepared by Kathy Carden