

General Education Committee Meeting 10-02-12

In attendance: Stacey Dolezal, Spike Magelssen, Jeremy Siemens, Rod Ridenour, Jay Howland

Absent: Arlys Williams and Bob Johnke

Jennifer Anderson taking Minutes

Meeting is called to order

Stacey present changes in the meeting minutes. Jenn will make changes and email them to Stacey. Stacey will send the update minutes in an email with a vote button on it for approved or not approved.

Agenda:

1. Assessment Plan- Stacey did a brief over view of what the assessment plan for the Gen Ed. Committee is.
 - Stacey talked with Jay Howland and he said most of the assessments we had down Northwest Accreditation does not look at.
 - Committee reviewed the Assessment Plan and discussed which Assessment Tasks to keep and which ones to remove.

Assessment Tasks:

#1. GE Committee reviews catalog's GE philosophy and purpose statement and edits.

- This was done last year
- Will do every other year.

#2. GE Committee reviews category outcomes and submits recommendations to Academic Senate.

- Sent to instructors of classes in Gen Ed categories. This is done every other year
- Currently have a review in process.
- Will do two categories each year
- Could possible do all every year with self-reporting if Jay could put on the bottom of self-report buttons that say pleased or not pleased with outcomes.

#3. GE Committee reviews GE compatibility with MUS GE requirements.

- Chair doesn't feel GE Committee needs to do this because of all the University in Montana we follow the GE and FLOCing closely.

#4. GE Committee compares GE core requirements with MUS and peer institutions.

- This is done every other year
- This is easy to do by going online and looking at other colleges catalogs.

#5. GE Committee Reviews appropriateness of GE courses listed in the GE main categories and reviews course outcomes/ objectives.

- Committee will do two a year starting in odd academic years

#6. Standardize GE class objectives for GE classes taught by multiple instructors (e.g. ENGL 111)

- Will review two a year starting even academic years.
- Chair felt both assessment tasks 5 and 6 could be combined together.
- Spike and Jay think they should be separate
- Will put on rotating schedule and look at all classes in each category to see if they meet course objectives.
- Assessment plan tasks 5 and 6 will remain separate
- Stacey will rewrite

#7. Registrar Compares GE Math & English Course placement with student's success (grades) in completed placed courses. (e. g. Math 095 and WRIT 095)

- Chair suggests this be removed from assessment plan.

#8 Graduate proficiencies measured by graduate exit survey and 1 year on-line employer follow-up surveys (registrar completes)

- Jay recommends we keep this as Northwest Accreditation does look at this assessment.
- Tracey Jette was asked a few years ago to come up with Survey. Since she was promoted to Student Success director she may not have time to do this.
- Spike suggested talking to Lorren Schlotfeldt in Related Training and seeing if we could possibly see about using his database to contact employers. He has a list of employers where most graduate students are employed in Plumbing or Electrical field.
- Stacey suggested that committee comes up with a descriptive letter to send out to employers as another way of completing survey.

#9. GE University support evaluated via faculty and staff on-line survey
(Administration completes)

- Done every third year. Was supposed to be done in '09 but administration did not complete.
 - Need to define what support is
 - If faculty and staff say no then what?
 - Chair recommends we remove this assessment.
 - Need to change self-report.
 - i. Jay will add that faculty has to put in comment on where they covered the objective. (e. g. chapter 8 and so on)
 - ii. Add buttons saying do you think outcomes is appropriate or not appropriate.
 - Academic Senate said GE Committee can use self-report. Stacey needs to talk to Provost to see about training on using self-report.
 - Committee decided to drop Assessment tasks #3, 7, and 9.
 - i. Stacey will rewrite #5 to add self-report.
2. Review objective for Writing and Speech.
- Will review next meeting
3. Update of Social Science/ History categories that revised their course objectives
- Academic Senate approved last month. There was a problem getting the updated course objective listed in the catalog as they were lost. Alisha in registrars found them and sent to Marianne Hoppe to be added to the catalog online.
4. Update on Fine Arts/ Humanities categories. They asked to do subcategories for both. This means students would have to do three credits in Fine Arts and three credits in Humanities.
- Academic Senate tabled this proposal. Next week Norton Pease and Will Rawn will be speaking on why these two should be sub categories.
5. Provost wants GE Committee to look at number of course in each category and reduce them.
- Need to look at number of student, how often is class offered.
 - How many should we look at yearly? Committee suggested two
 - Reviewing Writing and Speech which other one? Committee suggested Natural Science since it has 31 classes listed.
 - Can someone go to Matt in registrars and get data in these two categories.
 - How far back. Two years.
 - Jeremy will go and talk with Matt.

Meeting is adjourned.

Respectfully Submitted,
Jennifer Anderson