

**Academic Foundations Committee
Minutes**

December 5, 2006

Present:	Oliver Chen Connie Landis Tasneem Khaleel – ex-officio	Mark Hardt Barb Pedula
Absent:	Dan Gretch Sarah McIntyre (student) Abbas Heiat – <i>excused</i> David Garloff – ex-officio John Cech – ex-officio Mary Susan Fishbaugh – ex-officio Stacy Klippenstein – ex-officio	James Ellis (student) Jane Howell – <i>excused</i> Gary Young – ex-officio Karen Heikel – ex-officio George White – ex-officio
Presiding:	Mark Hardt, Chairperson	

Mark Hardt reconvened the meeting at 3:48 p.m. in the Bridger room of the SUB.

The minutes of November 28 were accepted as presented.

I. Discussion/Action Items

A. Academic Foundations Working Group Leaders

It was noted that the only Working Group currently without a leader is Fine Arts.

B. Meeting with Michael Barber, November 30

Dr. Hardt reported that most of the meeting was explanation of what the AFC needs the software to do. Dr. Barber will be creating a template business course to run through the different software choices to see which one will serve our needs best. They will be meeting again on Monday, December 11 at 2:30 p.m. in McMullen 308.

Dean Khaleel noted that Provost White has decided to identify three different cohorts of students who have completed general education and test them using three different tests. The Provost wants to know which test would give us the best results. These are tests designed by ACT, CAP, and others.

C. General Education Council Meeting in Helena – Dean Tasneem Khaleel

Dean Khaleel noted that all campuses have submitted their general education courses. Only Montana Tech and Missoula have upper division general education courses. Regent Pease has an issue with two kinds of double counting. First are courses that are acceptable for

general education in one program, but not another. An example would be a student taking Anatomy & Physiology in preparation for nursing school. If that student does not get into nursing school, the A&P course does not count in general education for another program. Another double counting problem does not happen here at MSU-Billings, but some units have the same course in two or more categories in general education. They allow students to count that one course in two categories. Dean Khaleel reported that the General Education Council agreed that you can double list a cultural diversity course in more than one general education category.

The Units now have to (1) identify courses with significant Indian content and send them to Helena, and (2) match our Academic Foundations courses to the MUS Core categories. After those two tasks are accomplished, the Council will look at the system wide outcomes and make sure that all general education programs cover those outcomes. The next Council meeting will be the end of January.

Dean Khaleel noted that the chosen objectives (from the matrix) are exactly the same for the Natural Sciences and Math. That means that a student could skip the math or science categories and still meet all the Academic Foundations objectives. As part of the assessment tool being developed, they should also assess the bullets from the Academic Foundations Document that are specific to each category. Those bullets should also be added to the matrix.

It was noted that the Academic Foundations Working Groups should know, but they may not, that they are supposed to be creating assessment tools that use the matrix to get at the objectives specific to each category. Maybe that idea needs to be reinforced.

Dean Khaleel noted that all the categories are covered in the matrix except the Natural Sciences. Also, either in the matrix or elsewhere, we are going to need a requirement for Indian Education for All. MSU-Billings is ahead of the other units in terms of general education and assessment, but we will need to make changes as they are decided.

D. Assessment Tools (Due this Friday, December 8)

It was noted that for the tools that we don't get, we can remind the instructors that they are already assessing the objectives, they just have to identify how to document that assessment.

A reminder to all department chairs and all the instructors of the courses to be assessed in spring will be sent.

The AFC adjourned for the semester at 4:52 p.m.

Respectfully submitted, Rita J. Rabe Meduna.