

**Academic Foundations Committee
Minutes**

September 16, 2009

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| Present: | Bernie Quetchenbach | Melinda Tilton |
| | Neil Suits | Mike Havens |
| | Matt Redinger | Tom Regele |
| | Mark Fenderson | Neil Jussila |
| | Kathe Gable | Sandie Rietz |
| | Michael Scarlett | Ken Miller |
| | Lorrie Steerey | Richard Pierce |
| | Brent Roberts | Rita Kratky (ex-officio) |
| Absent: | Kurt Toenjes | |
| | George Czyz – <i>excused</i> | |
| Guest: | Cheri Johannes | |
| Presiding: | Lorrie Steerey, Chairperson | |

The meeting was called to order at 3:01 p.m. in room 355 of the College of Business.

I. MEMBERSHIP

It was noted that there has been a mix up with the representation for the COE. Michael Scarlett will be the voting member, but Ken Miller will also attend. Sandie Rietz will be off the Committee

It was cited that the bylaws of this Committee state that every member must teach an Academic Foundations course at least once a year. However, in the COE, the single course they offer is usually taught by part-time faculty. It was agreed that the COE will have an exception to this rule.

Kathe Gable of Rehabilitation and Human Services joined the Committee as CAHP representative.

II. CHAIR

Dr. Steerey stated that she is resigning as Committee Chairperson.

- Melinda Tilton nominated Matt Redinger for the position of Chairperson, and Tom Regele seconded.

- Motion carried and Matt Redinger was elected chair.

The minutes of April 22 and August 27 were accepted as presented.

III. DISCUSSION/ACTION ITEMS

A. Review of Retreat and Charge to Committee Members: Category Outcomes Review

Dr. Redinger noted that the COT general education consultant pointed out the fact that it doesn't make sense to try to get every bit of data from every course. Rather, we should be getting a sample. Deciding the size of that sample and how best to cover each category is the issue. We must make sure we have a certain number of courses from each category, as well as a certain number of sections of those courses.

It was suggested that we assess every course in a category on a rotating basis. It was noted that it might be simpler to bring the objectives down to three per category and then assess every category every year because it's much easier to remember how to do something like this if you do it every year.

It was noted that we may want to assess every course in a category, but perhaps not every section of those courses. Perhaps only the courses taught by full-time faculty, since it is difficult to get part-time faculty to enter their data.

It was stated that reducing the number of objectives down to three, which some disciplines like art and history have already done, will really reduce the matrix itself. All of the assessment objectives come from the matrix, so we are simplifying the matrix. It was noted that the category objectives need not come from the matrix—they can be written by a discipline—but the real issue is having a measure of those objectives. To reduce the number of objectives, it was agreed at the retreat that the AFC members will meet with the faculty involved in their category to trim the objectives.

It was cited that our real issue is assessing the Academic Foundations program. Assessing only at the course level is very bad in the eyes of the accreditors. However, we are assessing at the category level. It was noted that we should be tying course content to the category objectives, which are really the objectives of the entire Academic Foundations program. It was cited that rather than writing our own test questions to assess these objectives, we could just be using the VSA instruments. They are fairly effective, and we can add additional questions of our own making. The website has a lot of information about the tests.

It was agreed that the AFC should get the Provost to a meeting to discuss where MSUB is going with VSA.

B. BOR General Education Objectives

The objectives were distributed and are available on the web at:
mus.edu/transfer/MUScore.asp

C. Policy on Course Substitutions Draft

The policy is being withdrawn. Cheri Johannes, Registrar and Director of Admissions, stated that the campus faculty contract and the Board of Regents already dictate how course substitutions will be done. They are to be approved by the Department Chair, which is more difficult to decide in a category like Cultural Diversity where no specific department is associated. It was noted that transferability has also totally changed course substitution.

It was agreed that the next AFC meeting will be October 7. Committee members are asked to bring the three objectives chosen for each category.

The meeting adjourned at 3:44 p.m.

Respectfully submitted, Rita J. Rabe Meduna.