

**General Education Committee  
Minutes**

December 7, 2017

<b>Present:</b>	Bernie Quetchenbach Jim Barron Emily Arendt Scott Harris Tara Haupt (ex-officio)	Melinda Tilton Matthew Queen Tom Regele Lance Mouser
<b>Absent:</b>	Tien Chih* Leanne Gilbertson Rebecca Muller Shayla Garman (student)*	John Roberts* Cori Hart* Megan Thomas* Brenna Beckett (student)
	*excused	

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Jim Barron called the meeting to order at 2:06 p.m. in the SUB Missouri room.

The minutes of November 9 were accepted as presented.

I. ITEM FOR INFORMATION

**Item 14** M 105 Contemporary Mathematics. Change prerequisite and course description.

Item 14 was accepted for information.

II. ASSESSMENT UPDATE

It was reported that the GEC recommendation to make the ETS test mandatory was discussed at the last Senate meeting. However, no action was taken, as before. Senate has not approved or denied the recommendation; they are sitting on it. The GEC has agreed that voluntary testing is not going to work: it is not worth the expense and effort to get such a low rate of participation (about 40 out of around 380 possible students).

### III. DISCUSSION/ACTION ITEMS

#### **A. Close-the-Loop Statement on Underperforming Gen Ed Category**

Many people in higher education make the assumption that when a course is not meeting standards, it's the students that are the problem. This memo focuses on the course, because the student is not always the problem.

It was suggested that we could reduce the number of learning outcomes for each category in Gen Ed to one or two, instead of the current three. We could also adopt the "value rubrics" from AAC&U to be used as program outcomes, and get rid of our category-specific outcomes.

The memo will go to the Provost with copies to the Vice Provost and the Academic Senate. The memo is attached to these minutes.

#### **B. Biennial Review of Gen Ed Courses**

The message will go out to all Department Chairs whose departments offer one or more courses in Gen Ed. It is similar to the memo to the Provost. Unlike in the past, the GEC will request more than a statement that the courses are meeting expectations. We will request evidence in the form of a report.

It was agreed the memo will go out now, before the end of the semester. A reminder will be sent in January, and the reports will be due the end of February.

#### **C. Gen Ed Core Statement/Purpose – Using Borrowed Language from Peer Institutions**

It was noted that while we need a new statement, students most likely will not read it. We are writing this for our accreditors. It was noted that the outcomes need to be written as things that can be measured, but our Gen Ed purpose statement can be as lofty and abstract as we want.

It was agreed that the Committee members will be assigned homework, each to create their own three-sentence statement of purpose, using original or borrowed language. The Committee will then choose a favorite.

The meeting adjourned at 3:04 p.m.

Respectfully submitted, Rita J. Rabe Meduna.

December 7, 2017

TO: Robert Hoar, Provost

FROM: Melinda Tilton & Jim Barron, Co-Chairs  
General Education Committee

RE: Protocol for Underperforming General Education Indicators

As the University moves toward full assessment of the General Education Program, it will be necessary to have a protocol in place through which any deficiencies identified by the assessment can be addressed. To that end, the General Education Committee suggests the following procedure.

If a General Education category (or individual course if the assessment indicates such) is not performing at the level determined to be satisfactory, department chairs with courses in that category will be notified and asked to provide:

- syllabi for the course(s) along with an explanation of how that course(s) meets each of the General Education outcomes for that category
- input regarding the assessment of the category especially as it relates to their course(s), including thoughtful analysis of the course, method of instruction, and initial hypotheses for the low performance
- an action plan to improve the performance of that course(s) in the underperforming category

The General Education Committee will review the materials submitted and make a recommendation to the Senate regarding courses in the underperforming category to improve student performance on the assessment metric in that category. This recommendation may also include suggested changes to course requirements and/or method of instruction and potential removal from the General Education curriculum.

JB/MT/rjrm

xc: Matt Redinger, Vice Provost  
Academic Senators