

General Education Council
Meeting Minutes
August 25, 2008
1:00 p.m.

Present: Byron Brown, John Gaston, Brian Gerber, Sheri Gravett, Anita Hufft, Jane Kinney, James LaPlant, Kent Moore

Absent: Kristina Cragg

1. Approval of July 23, 2008 meeting minutes.

Minutes were unanimously approved.

2. Discussion of draft of General Education Assessment Pilot Project

The faculty recruited to develop the embedded assessments in their courses may need specifics about what is required of them, plus examples of assessment documents and rubrics. A letter will be drawn up by S. Gravett that is specifically geared to the faculty recruits, the courses they're teaching, and the connection between the Gen Ed outcomes and the assessment. The letter will also reassure the recruits that these assessments are looking at student learning of Gen Ed outcomes, not how individual classes are being taught.

3. Tasks & Timeline

- Recruiting the faculty for the pilot project needs to begin as soon as possible.
- The question came up of how many faculty should be recruited from each course; the Council decided on three.
- J. LaPlant – Are the classes that the Council chose in the first meeting set in stone? It was suggested that it would depend on if there are enough classes from the chosen courses that have full-time faculty teaching. If not, other courses in Areas A-E of the core could be selected for the pilot, as long as those courses also fit the requirements.
- Discussion continued about recruitment. The faculty members need to come from the three colleges (Arts & Sciences, Arts, & Education). As the deans, J. LaPlant, John Gaston, and Brian Gerber will take care of the recruiting. S. Gravett asked them to schedule a meeting between the recruits and the Council to decide ways to measure each competency.
- The rest of the Council will be researching documents and rubrics that may help the recruits. Links to online examples will be emailed to the council. J. Kinney had brought a few recommended books on assessment that the council will

review. Also, most departments already have assessments or rubrics that can be adapted to fit the needs of assessing the embedded assignments.

- J. Kinney noted that there might be some funds available to offer as stipends to the faculty recruits from the QUE grant. She will check on the availability. As the dean of nursing, A. Hufft offered to supplement the QUE funds if needed.
4. The next meeting will be held on September 8, 2008 at 1 p.m. in the Student Affairs Conference room.

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