

GENERAL EDUCATION COUNCIL MEETING  
Minutes  
September 4, 2013

**In attendance:** Katie Adams, Michael Black, Byron Brown, Brian Gerber, Sheri Gravett, Jeremy Tost

Discussion centered around the initial feedback reports on class assessments prepared by Dr. Adams and Dr. Tost. These reports thoroughly evaluated departmental assessments using the criteria provided in the new **Core Curriculum Plan Template (CCP)** and **Core Curriculum Report Template (CCR)** and explained in the new **Guidelines for Preparing Core Curriculum Assessments**.

The initial feedback reports highlighted some areas of weakness in the assessments that have been addressed in the updated documents. However, since all these documents are new, GEC members discussed the best way to introduce them to the faculty assessors.

Eventually, the most convenient idea may be to devise narrated PowerPoints for developing each section of the Curriculum Plan Template (sections A-K). In that way, these easy to reference materials will be available. However, as we begin to acquaint departments with the new forms, we may need to conduct a couple of workshops in the fall at the end of September, one for assessors who have already created forms using the old worksheets and one for those who are developing new assessments.

**Fall Workshops: Fall 2013 Assessors (planned for late September-early October)**

**Old Worksheet**

BIOL 1107  
GEOL 1121K  
MCL 1002  
RELS 2020  
ENGL 1101  
ENGL 2112  
POLS 1101

**No Worksheet**

GEOG 1112K  
GEOL 1122K  
LATN 1002  
ANTH 1102  
MATH 2261  
PSYC 2500  
PERS 2100s  
PERS 2200s  
PERS 2400s  
PERS 2500s

Suggested Dates: TBA

At these workshops, we could share the new forms, particularly looking at the common areas of weakness in some of the earlier reports. For those for whom Drs. Adams and Tost have completed feedback forms, we could share a shorter form, beginning with the positive feedback then moving to common problems and then finally to specific recommended areas for improvement.

**Spring Workshops: Spring 2014 (planned for November)**

**Old Worksheet**

CHEM 1151K  
CHEM 1152K  
CHEM 1212/1212L  
COMM 1100  
COMM 1110  
MCL 2002  
PERS 2600, 2700  
ECON 1500

**No Worksheet**

ENGR 1010  
LATN 2001  
PHYS 1111K  
PHYS 2211K  
PERS 2400s  
PERS 2600s (except for 2695)  
PERS 2700s (except for 2710, 2730)

**Old Worksheet (cont)**

ENGL 1102  
ENGL 2111  
PHIL 2010  
PHIL 2020  
POLS 1101  
PERS 2695  
PERS 2710  
PERS 2730

SUGGESTED DATES: TBA

DRAFT EMAILS TO FALL GROUPS

OLD WORKSHEET

Colleagues,

I am writing because one or more of the classes in your department is scheduled for a core assessment in Fall 2013. The members of the General Education Council (GEC) have greatly appreciated the hard work to design and implement these assessments, and we continue to work to help assure the process yields results your program can use to facilitate discussion about these classes and the faculty's expectations for what students should know or be able to do by the completion of the class.

Since the last time you submitted assessment results, the GEC has updated both the Core Curriculum Plan (CCP) Template and the Core Curriculum Report Template (CCR) (both available at <http://ww2.valdosta.edu/gec/>). The new CCP (and the accompanying guidelines) should help programs continue both to develop and revise their plans.

The GEC is working on preparing some narrated PowerPoints to highlight the different sections of the new CCP, but they are not complete yet. If you would like the opportunity to go through these new documents with the GEC, we will be offering a workshop on -----.

NEW WORKSHEET

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To help assessors get started, the GEC has developed both a Core Curriculum Plan (CCP) Template and a Core Curriculum Report Template (both available at <http://ww2.valdosta.edu/gec/>). The new CCP (and the accompanying guidelines) should help programs continue both to develop and revise their plans.

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