General Education Committee Meeting Minutes

Thursday Dec. 13, 2018

Meeting was called to order by chair, Joshua Webster at 0840 AM.

Those in attendance: Joshua Webster, Kathy Schwandt, Richelle Rader, Peggy Drussel, Dan Bergey, Daniel Murphree, Melissa Risi, Katie Duryea, Stephanie Davis, and William Brown.

Discussion was made on the need for course assessment rubrics for improved data. Rubrics will be presented to various departments to assist in the review process and expedite the process. Information was provided to the committee about the data preferred by accreditors. Also discussed was the need to be able to establish common collection data.

Daniel Murphree shared a rubric developed by the math department for tracking such data for course assessments. The committee discussed the rubric and decided to develop guidelines and approach various departments for their buy in to collect and complete this data. Joshua stated that he will adjust the rubric for English and Melissa suggested that the rubrics should be sent to department chairs first.

Other discussion on possibly getting credit release to collect data in each department may ease the strain of attempting to get one person in each department to collect the data. Also Dan Bergey agrees that other committees are working on the same type of information and that a collaborative goal in working together would be beneficial.

The committee also discussed the policy for course assessments being every three years per policy. Josh discussed the need to possibly do the assessments more often as there has been long spans in some courses not completing for many years.

Also discussed was Dr. Brown’s road show to visit other campuses in January. The visits will be related to the accreditation process and helping other campuses prepare for accreditation.

Upon completion of discussion Kathy made a motion to adjourn with Josh seconding. Meeting adjourned at 9:35.