

**GENERAL EDUCATION COMMITTEE MEETING**  
**October 17, 2013**  
**Minutes**

Committee Members Present: Gail Fernandez, George Cronk, Joshua Guttman, Christine Eubank, Robert Walljasper, Takvor Mutafoğlu, Tracy Saltwick, Gina Hermann, Ann Brown

1. The meeting started at 12:30 pm.
2. The Committee voted to accept the September minutes: 6 – 0 – 3
3. Gen Ed Approval for History 146: Genocide and Holocaust
  - a. George Cronk explained how the above course was approved in the Senate as part of a “consent agenda.” However, the course should have gone from the Curriculum Committee to the General Education Committee before being sent to the Senate. History 146 will return to the Faculty Senate in November for Gen Ed approval before being sent to Dr. Walter for her approval.
  - b. Course was approved: 9 – 0 - 0.
4. General Education Assessment Plan
  - a. Discussion: How are we collecting data? Is there a difference between students in AAS and AA/AS programs? Do we only collect artifacts from Gen Ed courses?
  - b. LEAP Outcomes to assess: Intellectual and Practical Skills: Critical and Creative Thinking, and Written and Oral Communication
  - c. As of now:
    - i. We want to keep this pilot project simple and useful.
    - ii. All full-time and part-time faculty are invited to participate.
    - iii. Faculty should submit the artifacts of **one assignment** from the **entire class**.
    - iv. We will send an email to deans and dept. chairs before we send the assessment plan to all faculty.
    - v. We would like submissions from all courses: face-to-face, hybrid, online, day, evening.
    - vi. The only artifacts the assessment committee will evaluate are those of students with 45 or more credits (to be determined by IR).
  - d. The Chair will work on the letter and the Committee will send comments electronically to all committee members.
5. **Note:** The Chair would like to include “drafts” of the rubrics that we will use if there are no objections. We should be as transparent as possible and faculty should know what we are looking for.
6. The meeting adjourned at 1:25.