General Education Committee
Meeting Minutes

Date: August 15, 2014

Committee Members Present: Lynda Robinson, Edris Montalvo, Marge Kingsley, Yingqin Liu, Yanjun Zhao, Mandi Smith, Sarah Janda, Matt Van Sant, Syed Ahmed, Ann Nalley, Karla Oty, Mandy Husak, Kirsten Underwood, and Loree Gaines

Meeting was called to order at 12:30 PM.

1. Minutes from April 29, 2014 meeting were read and approved

2. Edris Montalvo was elected as Chair-Elect. Loree Gaines was elected as Secretary.

3. The General Education committee is now a “Green” committee.

4. Karla Oty passed out the two-year update on the Five-Year Assessment Plan. The italicized portions of the document represent the changes we have made, while the bullet statements are what we have left to accomplish.

5. Universal understanding of General Education as a Program. General Education spans a wide variety of academic disciplines. For instance, we offer students four (4) different Economics courses found in four (4) different departments. To accurately assess the General Education aspect of Economics, the departments will need to develop a universal plan as to how they will collect and collate data to make meaningful spreadsheets that will be uploaded to WEAVE. To facilitate these activities the departments will need to choose a coordinator. Economics is just one example of how General Education requirements span multiple disciplines.

6. Common Syllabus General Education language. This syllabus contains the General Education Language that needs to be added to all General Education courses. It can be found on AggieAccess.

7. IDEA Benchmark Sample Data. Karla Oty passes out sample data on Standard Learning Objective 8: Developing skill in expressing oneself orally or in writing. The data she presented showed a comparison of Faculty Rating of Importance of this SLO and Student Rating of Progress. This could be used as another indirect measure on General Education outcomes.

8. Department of English and Foreign Languages Ethics Assessment. The Department of English and Foreign Languages updated their ethics assessment. They have made two (2) Ethics Assessment Quizzes to be used in ENGL 1113 and ENGL1213. They want to assess How to avoid “Plagiarism” and “Why Plagiarism is Wrong”. They will begin using these assessments for the 2014-2015 assessment year.
9. Other Business: None.

10. Next Meeting time: September 26, 2014 at 12:30 PM in CETES 207.

Meeting adjourned at 1:47 PM.