GENERAL EDUCATION COMMITTEE
199th Meeting
Thursday, April 26, 2012

MINUTES
Approved

Present: A. Birberick (Ex-officio, Vice Provost), D. Chakraborty (LAS/PHYS), B. Coller (EET/MEE), E. Fredericks (BUS/MKTG), D. Gorman (LAS/ENGL), A. Keddie (HHS/NURS/UCC), E. Klonoski (VPA/MUSC), D. Smith (Catalog Editor), J. Wilson (LAS/GEOG, for W. Luo)

I. Adoption of Agenda
   A. Agenda was adopted.

II. Announcements
   A. Election of Chair. Smith announced that there was an overwhelming response in favor of Gorman serving as the GEC chair for 2012-13.

III. General Education Coordinator’s Report
   A. General Education Coordinator Search Update. Birberick reported that the paperwork is in Human Resources and she will be able to make an offer once the paperwork has cleared.

IV. Old Business
   A. Assessment Plan. See IV.B. below.

   B. GEC Assessment of Goals B, C, and D. Birberick stated that she needs to complete the status report for the HLC self-study that was first discussed at last week’s meeting. There are still some blanks that need to be filled in. Smith can assist with filling in some of the blanks. Birberick needs feedback from the GEC for how to address problems facing the committee.
   After a lengthy discussion, a game plan was developed. Birberick will draft a paragraph that acknowledges the reason why the GEC put on hold some of the data collection, i.e., review of baccalaureate goals, and that the review of those goals came out of the GEC looking at the current general education goals. Included in that section will be all the conferences that were attended and the current status of the baccalaureate goals review. Next she will address the general education goals that still need to be assessed. For goal B.iv., data can be collected from the Undergraduate Research and Artistry Day, Undergraduate Research Apprenticeship Program (URAP), and Undergraduate Special Opportunities in Research and Artistry (USOAR). For goal C, she will talk to Douglass to see if there are data associated with program reviews that can be used, and will analyze a sample of honors capstone projects. For goal D, she will look at NSSE data, pertinent information in the Vision 2020 report, and issues related to engaged learning. She will close with a paragraph on the steps taken to help with data collection, e.g., hiring a general education coordinator and improving communications.
with departments with courses up for review as well as address that data collected will help the GEC benchmark the program as the committee moves forward with the review of the current general education program. She will provide GEC members with the next draft for their feedback.

C. Resubmissions.

1. Orientation for Sciences and Math Courses. The GEC discussed this and concluded that it might not be the best use of time to hold an orientation. Instead, it was recommended to be sure there are examples of good, if not excellent, resubmissions on the general education website, and to be sure the memo that goes to the departments instructs them that help is available from the GEC as well as other online resources. Birberick suggested that a checklist of what needs to be included could be provided. In addition to posting ideal resubmissions on the website, it was suggested that how to properly design a general education course could also be posted.

D. Revisions to bylaws and APPM. Birberick explained that the plan is for representatives from the GEC to work with representatives from the CUC and APASC on updating respective bylaws, as well as curricular procedures in the APPM, this summer.

V. New Business

There was no new business.

VI. Adjournment

The meeting adjourned at 1:50.

The next meeting will be September 20, 2012, Altgeld 225.

Respectfully submitted by Donna Smith, Catalog Editor/Curriculum Coordinator