GEC meeting Minutes for 9-24-2014

Note: The meeting began late to accommodate an extra Faculty Senate meeting regarding the potential changes to our freshman admission policy

Summary: The meeting primarily focused on two items, policies and procedures regarding course approval and the assessment plan for Middle States, especially how the Council will proceed with it during this academic year.

Present: Aaron Oldenburg, Sascha Sheehan, Daniel Page, Mike Kiel, Kelly Carr, Fiona Glade, Gisela Bardossy, Catherine Andersen, Nancy O’Neill
Absent: Betsy Nix

The minutes from the meeting on September 10th were approved, but any changes can still be forwarded to Mike as not everyone had a chance to read them thoroughly.

A request to approve a new Math Course MATH113 opened a broader discussion of what exactly the council should see in a course proposal and how we can make this clear to faculty.

- Should learning objectives be listed verbatim from GenEd in the syllabi?
  - The consensus was that yes they should be, in part to prevent natural course creep
  - Several members anticipated that this might result in pushback from faculty
    - Streamlined learning goals should diminish this
    - In the future we would hope for training about the rationale for doing so as part of orientation for faculty teaching in GenEd
    - It should be communicated to faculty that GenEd learning objectives don’t preclude learning objectives for the course, much like the sophomore seminar
  - Examples of good syllabi and course documents can be included on the website
  - Perhaps UFS can adopt some language in order to clearly set expectations and explain the necessity to faculty

- How deeply do we look at the content of the course?
  - We should see explicitly through which assignments and other methods the GenEd goals will be assessed throughout the course. Sophomore seminar provides a good template.
  - We will revamp the forms to ask about this more explicitly in the future.

Ultimately the council voted unanimously to approve the course conditionally, there was concern that there was not enough detail about how a few learning objectives would be achieved which the chair will ask for more information on.

Discussion turned to the Mission Statement, which was approved unanimously.

Lastly an Assessment Plan presented by Catherine Andersen was discussed.

- It will be challenging to move forward without first revising the goals as their complexity makes assessment problematic
We shall make small groups to examine and make recommendations with input from outside GEC

We should examine how to promote good pedagogy and easy assessment in Gen Ed... can there be a signature assignment for a learning goal or domain area?

- Some small language changes were suggested to the timeline presented, Catherine will edit
- Mike is meeting with Monica tomorrow to ensure the webpage is working
- Catherine will be the point person for pulling writing assignments, we should all be examining our summer schedules in order to try and find a week for assessment of writing
- We should fully develop the cycle of assessment now. Catherine will tabulate the plan and modify the final page of the document accordingly to reflect the timeline

Before next meeting Council members should, in order of priority:

- Review edited materials sent by Catherine Andersen
- Review UB’s Gen Ed Website once it is edited
- Review other general education programs, specifically their learning goals, from a list compiled by Nancy O’Neill – [See link for programs](#)