

**MINUTES OF THE GENERAL EDUCATION COMMITTEE
THURSDAY, FEBRUARY 10, 2005
COLLEGE UNION ROOM 7**

Dr. Jessica Sheetz-Nguyen called the meeting to order at approximately 12:30 p.m.

Voting Members in Attendance: Ms. Brenda Breeding, Dr. Dave Charlson, Ms. Vicki Gibson, Ms. Jenean Jones, Mr. Jay Malmstrom, Mr. Warren Neal, Dr. Jessica Sheetz-Nguyen (Chair), Mr. Max Simmons.

Absent Voting Members: Mr. Bruce Farris, Mr. Ray McCullar.

Other Member in Attendance: Ms. Mary Turner.

Approval of Minutes

- Jay Malmstrom made the motion to approve the November 11, 2004 General Education Committee minutes.

Brenda Breeding's name should be added to Voting Members in Attendance.

Max Simmons seconded the motion. The motion was approved unanimously.

General Education Activities

Handouts of the *FY 2005 General Education Committee Activities* were distributed and briefly outlined by Dr. Sheetz-Nguyen. Some activities include: approval of the FY 06-10 general education competencies, acceptance of the FY 04 biological and physical science and American federal government reports, approval of the plan and timeline for the assessment of revised general education competencies, and reviewed the forms for adding a course as a General Education elective.

Review of General Education Elective

Dr. Sheetz-Nguyen informed the Committee that the course, BIO 1023 Introduction to Nutrition, was approved by the Committee and will be presented to the Curriculum Committee for recommendation to be added to the general education requirements.

General Education Core

Handouts of the *General Education Core* were distributed. Dr. Sheetz-Nguyen informed the Committee that the general education core are objectives and goals, not measurable outcomes. The Committee is to review the general education core and make sure it is in compliance with the ten general education competencies. The core document will be added to the College catalog after it has been reviewed and approved by the Committee.

The Committee had a lengthy discussion about the General Education Core document. The discussion was mainly centered on *Communication and Symbols* which includes the statement, "The symbols of the alphabet ordered into meaningful expressions form the basic for

communication through reading and writing.” Concerns were expressed about this statement being factual and the need for clarification. Members also expressed concerns about the document not written simple enough for students to understand. The committee agreed that the categories remain the same, but clarify the document for better understanding.

Warren Neal will revise the document and present it to the Committee at the next meeting.

Assessment Results for Improvement

The Committee shared ways on how they include general education assessment in their classes. They provide assignments that require reading and writing. It was suggested that each division go to 95% or 100% versus 70% when measuring assessment.

The meeting adjourned at approximately 1:22 p.m.