

**General Education Committee
February 8, 2018 Minutes**

**Meeting Began: 12:30 p.m.
Meeting Adjourned: 1:20 p.m.**

Present: Dr. Janet Perry, Matthew Eastwood, Liz Miller, Dana Tuley-Williams, Dr. Max Simmons, Stacie Warner, Mary Turner, Brent Stafford, Ernest Gobert, Dr. Shanna Padgham, Dr. Jeff Anderson, Dr. Courtney Vahlberg, and John Helton

Absent: Dr. Makenna Green, Charles Myrick, Michael Boyle, Greg Gardner, and Dr. Glenne' Whisenhunt

Committee members reviewed the minutes from the November meeting. After noting that Brent Stafford was left off of the list of those present in November and a correction to the spelling of Shanna Padgham's name, Shanna made a motion to approve the November minutes. Stacie Warner seconded the motion. The motion passed unanimously.

Next, the discussion turned to the collection of artifacts. Ernest indicated that he had received fewer artifacts during the fall 2017 semester than he had during the fall 2016 semester. The decrease was across all divisions, and it was stressed that faculty could still submit fall artifacts.

Ernest told the committee that he had asked Kim Jameson, Associate Vice President for Academic Affairs, about adding more members to the writing and math assessment groups. He said that she asked him to submit a formal proposal with a rationale for the request. The committee discussed the fact that the number of artifacts had gone up substantially, and that it challenging, especially for the two teams assessing writing, to work through the writing artifacts. Max suggested that Ernest expect a question in response to the request: Is the additional cost—approximately \$3500—worth the outcome? There was discussion about whether the current assessors would be willing to take less (the current rate of pay for each assessor is equivalent to teaching a one-credit-hour course). This led to a brief discussion about what kind of workload was involved in assessing the writing artifacts. One team, comprised of only faculty, spends a day reading and assessing in one long session. The other team has a staff member and faculty who teach during the summer, so each member of the team takes the artifacts home and scores them, then hands them off to another team member. It was suggested that some form of sampling be used in lieu of using all of the artifacts for the assessments.

Ernest encouraged faculty on the committee to discuss the need for artifacts in their departmental meetings. The committee will look at writing comparisons in the March meeting.

In other business, Kim Jameson asked that committee chairs report committee members who miss meetings to their respective Deans.

The committee was asked if there were any new courses that need to be considered by the committee. The Curriculum Committee met only twice during the fall semester. Anyone wishing to have a new course considered should send an email to their Dean and copy Makenna

Green and Kim Jameson. Jeff Anderson mentioned that his department is currently working on establishing Introduction to Art Therapy as a course with its own number. The course is currently being taught with a special topics number.

Max told the committee that he had received an email from the Higher Learning Commission (HLC) asking for volunteers to serve as reviewers for other institutions. Janet explained the potential time commitment involved. Essentially, faculty and staff indicate that they are available and then the HLC selects from the pool of applicants. She said that participants from Student Services and Finance departments are also needed. Compensation from the HLC is provided for those chosen as reviewers.

The committee then adjourned.