

**General Education Committee  
September 13, 2018 Meeting**

Begins: 12:30 p.m.  
Adjourns: 1:25 p.m.

Present: Ernest Gobert, Dr. Shanna Padgham, Mary Turner, Dr. Janet Perry, Dr. Max Simmons, Dr. Makenna Green, Stacie Warner, John Helton, Dr. Glenne' Whisenhunt, Dr. Steve Shore, Michael Boyle, Julie Rice-Rollins

Absent: Greg Gardner, Jennifer Brumley, Teresa Luper, Charles Myrick

The first order of business was for new and returning committee members to introduce themselves and the area they represent. Ernest explained the purposes of the committee and shared a copy of the charter with new members. A couple of needed updates to the charter were discussed. One update is to change the language related to voting members since academic divisions have been reorganized. There are now five academic divisions, and two faculty members from each division will be appointed by their respective deans to serve. Also, the committee will invite the Professor of Student Success, Chaya Chandrasekhar, to serve on the committee. She will be another voting member. The committee also decided to request permission from Kim Jameson to drop the student member.

After this discussion, Steve made a motion to accept changes to the committee charter. Shanna seconded the motion. The motion passed unanimously.

Makenna will post these changes in Moodle and on the college website.

The committee has two primary roles. One is to discuss possible additions to the list of courses that are defined as general education. The second is to assess the general education courses to help insure that those courses provide students with the knowledge and skills to demonstrate competencies in the following areas: Human Heritage, Cultures, and Institutions; Writing; Public Speaking; Mathematical Methods; and Critical Thinking.

Max mentioned that committee members occasionally were invited to Higher Learning Commission (HLC) meetings when the college goes through its accreditation process. Janet said that the next HLC visit for OCCC would be in fall 2021. She further stated that previous issues mainly related to information in the catalog being in the wrong place or being inconsistent. Max explained previous challenges of keeping the information consistent since the catalog went online.

Next, the committee reviewed the minutes from the April meeting. Shanna pointed out that her name was omitted from the present/absent lists. She confirmed that she was not present for the April meeting. After correcting this omission and the spelling of Tonya Kymes' name, Michael made a motion to accept the April minutes. Max seconded the motion. The motion passed unanimously.

Janet shared with the committee results of the graduate survey. A new question was added this year.

10. Please rate how prepared you felt in using OCCC general education skills for achieving your personal and academic goals using a scale of 1-10 with 10 being very prepared and 1 very unprepared.

Of the 2045 surveys sent out in 2017, 1188 were completed (a response rate of 58.1%). Of the students responding to the survey, 713 of the students had completed an AA/AS degree and 475 had completed an AAS degree or certificate. Average ratings for each of the general education outcomes showed that students they were well-prepared.

Next, Makenna demonstrated the new online artifact submission process in Moodle. The CLT developed this process in response to an inquiry by the committee. There was discussion about the process and access to the artifacts. Glenne' responded to questions and clarified the fields and how the information would be stored and accessed. John asked about how programs and processes (such as those required for CAT or CS classes) could be assessed. Glenne' responded that faculty could create a PDF to upload. Members discussed other sorting needs and the way the assessment process works.

Makenna mentioned that the submission process is built and available now. The committee decided that Beta testing is necessary before the current assessment goes totally online.

As time was winding down, Ernest briefly mentioned item 6 on the agenda and said that the committee would address that in the October meeting.

The meeting adjourned.