

**General Education Committee**  
**March 9, 2017 Meeting Minutes**

**Meeting began: 12:30 p.m.**  
**Meeting adjourned: 1:12 p.m.**

Present: Ernest Gobert, Mary Turner, Haifeng Ji, Dr. Courtney Vahlberg, Dr. Angela Cotner, Catherine Kinyon, Dr. Janet Perry, Jennifer Brumley, Dr. Max Simmons, and Michael Boyle

Absent: Michael Machiorlatti, Greg Gardner, Dr. Glenne' Whisenhunt, Dr. Jeff Anderson, and Dana Tuley-Williams

The first item of business was to review the February 9 minutes. Once everyone had a chance to read over the minutes, Michael made a motion to accept the minutes. Courtney seconded the motion and it passed unanimously.

Next, the committee revisited the discussion regarding whether AHP 1013, Medical Terminology, should have its status changed to a general education elective course. This change would allow more students to take the course and use it in various degree programs, would help insure that the course would be paid for by federal financial aid, and would help with its transferability to other institutions. Ernest spoke with Catherine prior to the meeting and she indicated that the class was a general education class at other state institutions. She explained in the meeting that each school called the class something different and that medical terminology was a school specific name. The content, however, met the requirements to be a general education class. After some discussion, Courtney made a motion to accept AHP 1013, Medical Terminology, as a general education elective. Michael seconded the motion. The committee voted unanimously to accept the change.

The committee then briefly discussed norming the two groups who evaluate writing artifacts. Ernest suggested that it might be helpful to swap some members around rather than having the same individuals serve together repeatedly. Angela explained that the group she participates with sets aside one whole day and the three of them work through all of the artifacts assigned to them. Mary explained that that system wouldn't work for the group she is in because two of the members are staff and would have to take time off to be able to do that. The members of her group take turns taking the papers home and processing them. They then meet over lunch and assign a final score. Max suggested having the groups engage in blind norming by duplicating the assessment on about twenty more artifacts. Neither group would know which papers were duplicates.

The next item for discussion was including a common question in all general education math courses to use as the artifact. The question would differ by course, but would be consistent within all sections of that course. The department is still working on a question for MATH 1503 and for MATH 1613. The questions for MATH 1513, MATH 1533, MATH 1743, MATH 2013, and MATH 2104 were included in a packet for committee members to review.

Just before the meeting adjourned, Haifeng made the point that students taking computer science courses might not have taken their general education math prior to taking computer science.

The discussion concerning artifacts will continue at the April meeting.

The committee adjourned.