

**MINUTES OF THE GENERAL EDUCATION COMMITTEE
THURSDAY, APRIL 3, 2003
COLLEGE UNION ROOM 7**

Ms. Mary PUNCHES called the meeting to order at approximately 12:35 p.m.

Voting Members in Attendance: Dr. John Hughes, Ms. Jenean Jones, Mr. Tom Kraft, Mr. Ray McCullar, Ms. Mary PUNCHES, Mr. Clay Randolph, Ms. Mary Williams, Ms. Anna Wilson.

Absent Voting Members: Ms. Linda Knox, Dr. Jessica Sheetz-Nguyen, Mr. Richard Trout.

Other Members: Dr. Jim DeChenne, Dean of Learning Resources; Dr. Brenda Harrison, Associate Vice President for Academic Affairs; Dr. Annmarie Shirazi, Dean of Planning and Institutional Effectiveness; Ms. Mary Turner, Coordinator of Student Support Services.

Welcome: Mary PUNCHES welcomed everyone to the meeting.

Announcements: Mary PUNCHES informed the Committee that Dr. Jessica Sheetz-Nguyen would not be attending today's meeting. The next meeting will be Thursday, April 24, 2003.

- Tom Kraft made the motion to approve the February 20, 2003 minutes.

John Hughes seconded the motion. The motion was approved unanimously.

Technical Occupational Site Visit

Dr. Brenda Harrison distributed copies of the Technical-Occupational Program Evaluation agenda. She emphasized the meeting scheduled with the General Education Committee and the evaluation team. Dr. Harrison asked each faculty member to try to attend. Dr. Shirazi will send the Committee information that may be useful for this meeting.

Competency Assessment Information

Dr. Annmarie Shirazi distributed the following materials with a brief discussion: Evaluation of the Reading General Education Competency, Evaluation of Mathematics General Education Competency and the Academic Profiles Results Spring 2002.

These materials were used to measure general education competencies. Concern was expressed of how to continue to measure competencies and the procedures of informing faculty about the evaluation results. The following suggestions were made:

- send the results to faculty and request feedback
- inform the academic deans of the results and let them inform faculty
- the General Education Committee do a policy statement establishing guidelines

Math, reading, history, and critical thinking competencies should all be completed by the end of this fiscal year.

General Education Competencies

Dr. Shirazi distributed the following materials with a brief discussion: Policy Statement on Undergraduate Degree Requirements and Articulation, A Policy Framework for the Development of General Education, General Education Program Competencies, Commission Statement on General Education, and General Education Requirements.

The Committee discussed the general education requirement list. A question was asked about the difference between the College's general education requirement list and the Oklahoma State Regents for Higher Education list. The Policy Statement on Undergraduate Degree Requirements and Articulation lists the minimum requirements for the A.A. or A.A.S. degrees for any institution in the Oklahoma State System of Higher Education. The site location is:

<http://www.okhighered.org/policy/policy-chapter2-full2002.pdf>

The College's general education requirement list was last updated March, 2003. In future meetings, the Committee will discuss the procedures of updating the general education requirements list. Donna Dilworth will forward the Committee minutes from fiscal year '01 in reference to the discussions on forming the general education requirement list.

Other

Dr. Brenda Harrison informed the Committee that the Student Learning Council (SLC) will be implemented in the fall. The council consists of the Academic Outcomes Assessment Committee, Entry-Level Assessment Committee and the General Education Committee. The SLC will meet once each fall and spring. The purpose of the SLC is to provide a structure and process that will insure involvement by the entire Academic Affairs unit in the assessment of student learning.

The meeting adjourned at approximately 1:26 p.m.

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