

**General Education Committee Minutes**

February 3, 2012

Meeting was called to order at 2:00pm

**Members Present:** Fiona Barnes, Eva Czarnecka, Melissa Johnson, Mark Meisel, Andy Ogram, Lynn O'Sickey, Morgan Pigg, Brenda Smith, Bethany Taylor, Robert Thomson, Theresa Vernetson, Michael Weigold and Greg Zuest

**Guest:** Margaret Portillo and Candy Carmel-Gilfilen

**Co-Chairs:** Bernard Mair and David Julian

**Executive Secretary:** Ann Goodson

**1. Minutes from the January 6<sup>th</sup> meeting were approved:**

**2. Recertification of Courses:**

Dr. Mair stated that the letters have been sent out to the Chairs of the departments for courses which are scheduled to be reviewed. The committee has been divided into sub-committees to carry out the review. Each sub-committee has been assigned the courses that they will review.

Fiona Barnes discussed a proposed evaluation form that their group developed to help with the process of evaluating the course and the form was distributed to the committee members. The form was accepted except for a few minor edits.

The committee agreed to Bob Thomson's recommendation that sub-committees notify the instructor 14 days prior to classroom visits and invite the department Chairs to the final meeting with the instructor to discuss the findings and recommendations.

**3. Report from the Assessment Subcommittee:**

Theresa Vernetson gave an overview of the activities of the Assessment Subcommittee consisting of: David Julian, Bethany Taylor, Bernard Mair, and herself. In addition, Tim Brophy (Institutional Assessment), Cheryl Gater (SACS Coordinator), Kim Martin (Undergraduate Affairs), and James Demery (Institutional Research and Planning) have been active participants in the meetings. The committee met several times last semester and are meeting every two weeks this semester to complete their work by the end of the academic year. The committee plans to give suggestions for assessing General Education that align with SACS Accreditation standards.

The Gen Ed SLO's are based on content, critical thinking and communication but these areas did not have clear definitions which are needed in order to develop an assessment tool. The committee has attempted to define critical thinking and communication as their first step. Content will be done later because all the SLO's do not need to be assessed at the same time. For example critical thinking could be done the first year, then communication the next year. In addition, SACS will be satisfied if we only assess critical

thinking and communication SLO's. Mair pointed that SACS would be satisfied with an assessment plan and assessment data collected during Fall 2012.

Vernetson presented definitions and SLO's for critical thinking and communication; and a rubric for assessing communications; for the committee's approval. Barnes suggested that the words logically and effectively be added to the proposed communication SLO. Vernetson promised to take that recommendation back to the assessment sub-committee.

The assessment sub-committee discussed many ways of assessing students. One could be within the course by an assignment created by the instructor and assessed using the SLOs and the rubric - similar to the way writing is assessed. The achievement level of each student could be recorded on grad- a-gator in a manner similar to the current S/U grading for the writing requirement. Another way is for juniors or seniors to take a standardized test, but they felt that introduced many complications. These are the two things that have been mostly discussed and subcommittee members are still not sure. Dr. Vernetson asked for ideas and suggestions on assessing the SLO's to be sent to her.

#### **4. Course Review:**

**BSC 2009** *Biological Sciences*: Approved B, effective Fall 2012.

**GLY 2038** *Sustainability and the Changing Earth*: The course lost its Gen Ed designation of (P) after receiving a new number from SCNS. The (P) designation was denied by the Gen Ed committee for the following reasons: the syllabus need to include the General Education purpose of the course and student learning outcomes, and the makeup policy has to align with the UF policy that allows illness or any other emergencies..

**IND 1020**, *Design Innovation*, Approved H, effective Summer 2012.

**IND 2100** *History of Interior Design 1*, Approved adding N designation, effective Summer 2012.

**IND 2130** *History of Interior Design 2*, Approved adding N designation, effective Spring 2013.

Meeting adjourned at 3:15pm