

**The Minutes of  
THE GENERAL EDUCATION COMMITTEE  
OF  
ARKANSAS TECH UNIVERSITY**

*Approved  
11-14-17*

The General Education Committee met Wednesday, October 18, 2017 at 9:00 a.m. in BazTech 204. The following were present:

Dr. Christine Austin	Karen Riddell
Dr. David Blanks	Dr. Cathi McMahan
Cheryl Chaney	Dr. Jeremy Schwehm
Katy Dodd	Dr. David Ward
Dr. Mohamed Ibrahim	Dr. Alaric Williams

Absent: Dr. Pam Carr, Tkeyah McDaniel, Dr. Thomas Nupp

Minutes        Dr. Ibrahim opened the meeting and asked for a motion to approve the minutes of the September 17<sup>th</sup> minutes. Dr. Ward made a motion to approve, Dr. Schwehm seconded the motion. Motion approved.

Dr. Schwehm    Dr. Ibrahim asked Dr. Schwehm to address the committee regarding the progress made since the last meeting. Dr. Schwehm told the committee he had all the committee members added in to the Blackboard shell so they would be able to see the material already added and to add materials needed. There is also a discussion board that members can use. The shell can be found in Blackboard under ORG-General Education Committee and then choose the 2017-2018 General Education Committee. He said this is a place that the committee can put templates, rubrics and such. He asked the committee to load any general assessment tools they might have in to the shell. Right now there is a AAC&U Value Rubric in the shell that has some content specific criteria. We need to have some common criteria, taken from the rubric, that faculty can use for assessment.

Dr. Ibrahim asked the committee members how they thought this could be used in their disciplines. Dr. Ward said he had spoken to some of his newer faculty and they had had similar systems where they worked before and were not opposed to doing this assessment. Someone would just have to set up the assessment in Blackboard so they could input the data. Dr. Ibrahim said he wanted the faculty to be aware that it was not a lot of data they would be expected to input. Dr. Austin asked if it would be helpful to develop a Tegrity video demonstrating exactly what would be expected of the faculty. The committee thought that would be a good idea. Ms. Chaney thought it could be set up similar to the Attendance Accounting module so that the student could do the assessment and the faculty wouldn't have to do anything. The committee then discussed that it would need to be made clear to the faculty teaching these courses what would be on this assessment so they could make sure to address it all in their classes. The committee also discussed that there would need to be

some sort of incentive for the student to do the assessment or there might not be very many responses.

Dr. Austin thought that before the committee went any further with the actual assessments, they needed to determine which courses were addressing which goals. The committee then discussed that some of the faculty teaching the general education courses might not even be aware of what the goals were and discussed ways to get this communicated to the general faculty. Ms. Chaney said she knew that Dr. Abdelrahman had been working with all the orientation course (TECH 1001, CSP 1013, etc.) leaders to make sure they were all covering the things needed in an orientation course and she wondered if the same could happen with the general education courses. Dr. Ibrahim asked if the committee thought there needed to be a sub-committee to look at this. Dr. Ward suggested getting with the Department Heads and/or Program Directors who look at the programs as a whole to get their input. They could be provided with the templates and rubrics to review. Dr. Schwehm said he would send out a spreadsheet to the committee as a visual to start talking to other faculty. Ms. Chaney thought the Department Heads could possibly get with some of their faculty that teach general education courses to discuss this. The committee then discussed that a lot of the general education courses are taught by adjuncts and it might be a problem getting the information to them. Dr. Schwehm said Ms. Kristi Brown from the Math department worked closely with adjuncts and she could help get the information to them. Dr. Schwehm said he could also speak to the Faculty Senate members about this so they would have all the information. Dr. Ibrahim then wondered if the committee needed to speak with some of the Curriculum Committee members to get their support. Dr. Schwehm said he is on the Curriculum Committee and he thought they would be supportive. He said they review all the curriculum proposals and if the assessment section is not correct, they send the proposals back the departments for corrections.

Dr. Ward asked if anyone had checked with OIS about the technical sides of putting the module in Blackboard and Dr. Schwehm said they had been contacted and could do this.

Dr. Schwehm then asked the committee their view on whether they wanted to get something out there now so that there is something to work with and make then adjustments, or if they wanted to try and perfect it first before putting it out. The consensus of the committee was to go ahead and get something out there and then make adjustments as needed as they received suggestions from others.

Dr. Ward asked how the data was pulled out of Blackboard once it was all in. Dr. Schwehm said that either the faculty could pull the data in to a report or the department could have someone to do it for them. He also said that once the Advise software was up and running, that would integrate with Blackboard and could be used to pull the data. He said Blackboard would also give charts. Dr. Ward wanted to make sure the data was usable once it was gathered so that it

was not wasted effort. The committee thought it would be similar to the Attendance Accounting module.

Dr. Ibrahim suggested to the committee that they go ahead and get the template in to the Blackboard shell and then start getting with the Department Heads. The committee then discussed whether they wanted to start with all clusters of the goals or just start with a couple. Dr. Schwehm thought it might be best to start with Math and English as pilots as they would probably be the easiest ones. Dr. Ward said he could go ahead with some of his courses too so that the committee would have some of the bigger classes to look at.

Dr. Ibrahim said that for the next meeting, the committee would just discuss the mechanisms of the implementation of the assessments and he would like for everyone to bring some ideas to the meeting. Dr. Schwehm said that he would give an update to the Faculty Senate at the next meeting and Dr. Austin suggested it would be a good idea to give them updates at every Faculty Senate meeting.

Adjourn 10:00 a.m.