

Approved 4-25-18

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

The General Education Committee met Monday, March 26 at 9:00 a.m. in Brown 355. The following were present:

Dr. Christine Austin
Cheryl Chaney
Dr. Mohamed Ibrahim

Karen Riddell
Dr. Jeremy Schwehm
Dr. David Ward

Absent: Dr. David Blanks, Dr. Pam Carr, Katy Dodd, Tkeyah McDaniel, Dr. Cathi McMahan, Dr. Thomas Nupp, Dr. Alaric Williams

Minutes The committee tabled the approval of the minutes from the January and February meetings until the next meeting since there was not a quorum to vote.

Assessment Data Dr. Ibrahim opened the meeting by talking about assessment data collection and how the information about what the committee needs should be presented to faculty. He said Dr. Austin had offered to talk to the Deans so that they could get the information about how their departments were gathering their information and get that back to the committee. The committee thought it was better to work from the top down (Dean to Department Head and then Department Head to faculty) than to have members of the committee contacting the faculty directly. The committee discussed the fact that some faculty were not comfortable working in Blackboard and did not want to switch from the methods they were already using to the Blackboard shell the committee was working on. Dr. Schwehm mentioned that he had spoken with Ms. Spittler-Brown in the Math department and they would prefer to stick with what they were currently using unless the committee could develop something easier or more automated. He said some faculty never used Blackboard and did not want to use it for assessment. The committee discussed that it did not really matter what system the departments used to gather their data, as long as they did collect and report it in some way. The committee agreed that although they did not need to mandate *how* the data was collected, it was within the committee's authority to mandate that the data be collected and reported. They thought the data was actually being collected, but just was not being reported. They also discussed that there needed to be some consequences if the data is not reported, such as pulling the courses from the list of general education courses allowed.

The committee then discussed that the mapping information is already in place and Dr. Austin can see how the courses are mapping, she just doesn't know the methods all the departments are using to gather the information. That is something that needs to be gotten from the Department Heads.

Dr. Austin told the committee her office would no longer be using TracDat and that she and Ms. Denton would be moving all the information in to their new assessment software (Weave). She said they could tailor that out for general education. She said this would be done in phases and she wanted to have it all done before presenting it to the departments.

Dr. Schwehm said the HLC committees are working on some things that can feed in to general education and vice versa. He thought that if the committee mapped the general education "down to the weeds" it would be helpful with HLC.

For the next meeting, Dr. Austin said she would have the mapping ready and Dr. Schwehm said he would bring the documents he had prepared for Passport showing mapping.

The committee then discussed meeting times and the trouble finding a time that all members could attend. The committee thought there needed to be a specified time each month for the meetings, like there is for Faculty Senate, Curriculum Committee and Graduate Council. Dr. Schwehm said he would try to get it on the agenda for the next Faculty Senate meeting to see if this could be done. The committee then discussed the fact that Dr. Austin, as Director of Assessment and Institutional Effectiveness, needed to be a full member of the General Education Committee and that that would also need to go to Faculty Senate for approval. Dr. Schwehm will also take that to the next Faculty Senate meeting.

The committee then discussed whether it might be a good idea to have a General Education Committee meeting on the Professional Development Day and invite others to attend with Dr. Austin doing an Assessment Platform presentation to stress the importance of general education and what we have gathered so far. Dr. Austin was not sure she could be ready by that time (May 10th), so she would need to work on that. The committee then discussed having a meeting in April during lunchtime so that more members would be available to attend and providing lunches for the meeting. Ms. Riddell said she would send out the scheduler for the last two weeks in April for the meeting and find a funding source for the lunches.

Adjourn 10:45 a.m.