

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

The Ad Hoc General Education Committee and the Assessment Committee met Friday, February 13<sup>th</sup> at 4:00 p.m. in Doc Bryan SGA Senate Room. The following were present:

Ad-Hoc General Education Members:

Dr. Tim Carter	Dr. Trey Philpotts
Dr. Peter Dykema	Ms. Karen Riddell
Dr. Ruth Enoch	Ms. Annette Stuckey
Dr. Robin Lasey	Dr. Kim Troboy

Assessment Committee Members:

Dr. Jan Jenkins  
Dr. Brenda Montgomery  
Dr. David Roach  
Dr. Carey Roberts

Absent from the Ad-Hoc General Education Committee:  
Dr. Hanna Norton

Call to Order:

Dr. Lasey called the meeting to order and asked for action on the minutes of the November 19, 2009 Ad-Hoc General Education Committee meeting. There being no amendments or corrections, motion by Dr. Dykema, seconded by Dr. Philpotts, to approve the minutes as distributed.

Old Business:

Dr. Lasey informed everyone that the Faculty Senate and the Board of Trustees has approved the creation of the General Education Standing Committee as of Fall 2009. The Ad-Hoc committee will continue to exist until May with the current members. When elections for standing committees in Spring are done, members will be elected based on the proposal that went through Faculty Senate and the Board of Trustees. Dr. Roberts stated that the Assessment General Education Sub-Committee would now be abolished.

## Report from Assessment

Dr. Roberts distributed a Report on General Education Assessment to the committee and gave a brief history of what had been done thus far. Dr. Roberts began by explaining that the idea for the General Education Committee was first introduced by Dr. Eldon Clary at the April 11, 2008 Faculty Senate meeting as a need for the Higher Learning Commission site visit that will be in March of 2011.

Dr. Roberts informed the committee that due to the lack of a committee, the General Education goals had reached an unmanageable number; at one point being as many as 35 or 36. The Assessment Committee, along with the Faculty Senate and many faculty members, has now broken these down to the current six goals.

Dr. Roberts stated that when the State of Arkansas decided to rescind the mandate that required all rising juniors to take the CAAP exam, which was the primary source of student assessment at Arkansas Tech, it was decided that a committee be formed to figure out how best to assess the general education of the students for both the Russellville and Ozark campuses. Dr. Roberts also reminded the committee that a member from the Ozark campus will be selected at a future date to serve on the General Education Committee and that after elections take place for the elected members of the committee, some members will be appointed to the committee.

Dr. Roberts reported that the Assessment Committee has devised an assessment plan for general education and compiled the Report on General Education Assessment that he had distributed to the committee. This report includes criteria by which we can report that our students have met general education goals including scientific and quantitative reasoning, communicating effectively, demonstrating ethical perspectives, developing knowledge of the Arts and Humanities, thinking critically, and understanding wellness concepts. Dr. Roberts said that the committee focused mainly on the course embedded measures within the general education courses.

Roughly 30 to 40 faculty were involved in the process of coming up with these course embedded measures. Some of this was obtained through commercially available assessment projects. The committee also identified non-course embedded measures whereby general education learning assessment can be located, primarily in licensure and major field exams for Nursing, Engineering, Education, and Business majors. These exams constituted over half of the student majors at the university. One of the reasons for the staggered terms membership for the General Education Committee is the fact that these reports need to be compared over several years, not just one year.

Dr. Roberts reported that one of the areas that presented the most challenges was ethical perspectives. This was especially difficult to assess using course embedded measures. The areas of most success have been scientific and mathematical reasoning. Dr. Roberts mentioned that using common final exam scores and attaching those to the students T number can be useful in gathering other demographical variables which can tell us a lot about student success and retention. Dr. Roberts then directed the committee to pages 26 and 27 of the report which identifies the problems in General Education Assessment that have been observed and potential remedies.

Dr. Roberts commented that whoever is elected as chairperson of the General Education Committee would get a three hour course reduction for the spring and fall semesters. He said this would be a problem for the fall semester since the election for their chair would not be held until August unless that committee meets after elections are held in spring. That person will be unlikely to get that reduction for fall. He recommends that the person elected as chair get a course reduction for spring and an overload pay for summer one.

Dr. Roberts told the committee that one of the problems he sees for them in the coming months is figuring out what is needed from the general education classes. He thinks that there needs to be

conversations between the departments every few years to determine what is expected from the general education courses. He also said that the general education goals need to be reviewed every three to five years to make sure they are still appropriate. He mentioned that one thing that could make the job of this committee easier would be multiply grade pages in Self-Service Banner. He has been working with Wyatt Watson to accomplish this. He told the committee that they did not need to assess every goal every year. There should be a staggered cycle for this focusing on two goals each year. Data should be collected as regularly as possible.

Dr. Roberts said that the Assessment Committee would treat the General Education Committee as a separate department and that the General Education Committee would need to have an Assessment plan and report on that Assessment plan on a regular basis. The chair of this committee will be trained in how to put the data gathered into TracDat. Right now they are on a July 1 schedule, so any data gathered from courses this spring will be collated and recorded by July 1 of this year.

Dr. Lasey then opened the floor for question from the members for Dr. Roberts. Dr. Dykema asked Dr. Roberts if there were any good models for general education assessment. Dr. Roberts said that there were really not any good models. He said that the colleges that had the most advanced assessment plans for general education were the community colleges and he didn't think that those institutions should be models for us since they typically have a more autocratic administrative structure and less faculty governance. Dr. Dykema also asked if the General Education Committee would be involved in determining any kind of links between the goals and what courses allegedly fulfill the general education goals and what courses fulfill general education requirements of Tech, since the goals and the requirements are not always the same. Dr. Lasey responded to this and said that one of the main problems that the Faculty Senate had with the creation of this committee was that they might

suggest curriculum changes or goals. Dr. Lasey then raised the question that if not the General Education Committee, then who should make these changes? Dr. Lasey observed that this should be each departments responsibility to make the changes for the good of the university, but if that change was going to hurt their department, would they really being willing to make it?

Dr. Roberts stated that the general education core is a state mandate of 36 hours, but that Arkansas Tech's is 37. He told the committee that they needed to keep in mind that most accrediting bodies also have requirements for general education, so this is a consideration that has to be taken into account. Dr. Dykema observed that our job is to measure to what degree our goals are being met within those compounds being set by others.

Dr. Roberts recommended taking simple steps at first such as reaffirming what is already in the faculty handbook. The handbook states that faculty are required to state on their syllabi how their class will meet general education objectives.

Dr. Philpotts asked what would motivate change once it was discovered that a goal was not being met. Dr. Lasey replied that Dr. Watson's take on that was that it should be turned over to him at that point.

Dr. Philpotts asked what the group could do in the time remaining in this semester. Dr. Roberts replied that the committee could look at the assessment framework that the Assessment sub-committee created and look at the weaknesses there. Following up with the faculty teaching the general education classes and providing the data that the committee needs is also something that the Ad-hoc committee can do. Dr. Philpotts stressed that the committee should take one thing at a time in order to focus on it in depth. Dr. Roberts commented that the committee may be too small and that they may need to petition to have an increased number.

Dr. Carter asked at what point our students should have the goals mastered. Dr. Roberts addressed this by saying that the state legislator stipulated that students had to have these mastered by their 60<sup>th</sup> hour, but that we don't take that approach at Arkansas Tech. Our approach is that general education is everyone's responsibility and that we want to make sure the student has mastered these by the time they graduate. Dr. Carter then wanted to know how we could determine that all departments were assessing their seniors at an equal level. Dr. Roberts responded that there was no easy answer to this, but that there are things being done by upper division students which we can reasonably compare to what they have done in the general education classes. He also stated that there needs to be conversations between disciplines regarding this. Dr. Lasey observed that linking the T number to the assessments will help determine at what level the students are reaching the goals.

Dr. Roberts told the committee that when Arkansas Tech was giving the CAAP exam, it was discovered that Agriculture students were the worst of all majors in the writing category. The Agriculture department has since taken measures to improve the writing skills of their students. This is an example of how general education assessment can actually make an impact.

#### New Business

Dr. Lasey asked that the Ad-hoc committee have their next meeting in a couple of weeks to brainstorm and talk about what we want to do this semester. Dr. Dykema suggested that Dr. Lasey send out an email before the meeting with a possible three issues for the committee to discuss and then also brainstorm at the end. Dr. Lasey agreed that she would do that and asked that everyone send her their schedule so that she can set a time for the meeting.

#### Adjournment

The meeting adjourned at 3:35 p.m.

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

The Ad Hoc General Education Committee met Friday, March 6th at 3:00 p.m. in Doc Bryan SGA Senate Room. The following were present:

Dr. Peter Dykema	Ms. Karen Riddell
Dr. Ruth Enoch	Ms. Annette Stuckey
Dr. Robin Lasey	Dr. Kim Troboy
Dr. Trey Philpotts	

Absent:

Dr. Tim Carter  
Dr. Hanna Norton

Call to Order:

Dr. Lasey called the meeting to order and asked for action on the minutes of the February 13<sup>th</sup>, 2009 meeting. There being no amendments or corrections, motion by Dr. Troboy, seconded by Ms. Stuckey, to approve the minutes as distributed.

Old Business:

Dr. Lasey asked for any comments on the *Report on General Education Assessment* that Dr. Carey Roberts distributed in the last meeting. Dr. Troboy commented that there had been a lot more quantitative assessment done in the School of Business than what was in the report and that she could get more of the data. Dr. Lasey said that there should be several areas from which the committee could gather more information. They could then input the information into TracDat and link to the General Education goal using the student's T number.

Dr. Lasey distributed some information that Dr. Carter had given her on his take on the report from Dr. Roberts since he was unable to attend the meeting.

Dr. Dykema commented that he was very impressed with the progress that was made on four of the six goals listed in the report, but that he felt that the "Think Critically" goal needs work and that the

“Demonstrate Ethical Perspectives” goal will be difficult to ever assess. Dr. Philpotts commented that he had helped put together the “Communicate Effectively” data and that it probably still had a lot of holes in it. Dr. Lasey agreed with Dr. Dykema that the committee had made a good start and that there was a good foundation to work on.

#### Plan for this Semester

Dr. Lasey then moved on to the plan for this semester. She told the committee that developing specific assessment plans would need to be a long term goal and that the committee needed to look for things that could be accomplished by May. Since the committee has some information, she thought they should put a plan in place that the new committee could build upon. One idea that she thought about was using the TracDat information that is being gathered by various departments and using that along with the goals that are already there.

#### Website

Dr. Lasey also informed the committee that there is now a website for the General Education Committee. The general education goals have been posted on the website and she felt this could be used for publishing other information, such as the results of the information that has been gathered. Dr. Troboy mentioned that she would also like to see the goals published more prominently, possibly in the “Current Students” section of the ATU website. Dr. Dykema expressed that he would also like to see the goals moved closer to the front of the course catalog. Dr. Dykema asked about posting the *Report on General Education Assessment* on the website. Dr. Lasey agreed that, with some extractions from the report, this might be possible, and that she would look in to doing that.

#### Map General Education Courses

The third thing that Dr. Lasey thought the committee could accomplish this semester was actually mapping the general education objectives to the general education courses. Dr. Lasey said that she would like to request from the Department Heads copies of syllabi for general education courses so that the committee could see where the general education objectives were being taught in



the general education curriculum. She mentioned that it might be good to remind everyone that the Faculty Handbook specifies that each syllabus have a section pertaining to how that course meets general education objectives. Dr. Philpotts felt that some of the courses, such as composition, were pretty obvious and that it might just be extra paperwork to request syllabi for such courses. Dr. Lasey suggested that the committee try to fit the obvious courses with the goals before going to the Department Heads for syllabi. The committee decided to make a preliminary sketch form and send that to the departments for their input. Dr. Lasey then asked for each member of the committee to take a subset of courses of the general education courses and map the goals to them. Once this information is gathered, Dr. Lasey will compile it. The assignments for this were: Dr. Enoch – Mathematics, Dr. Philpotts – English, Dr. Lasey – Science, Dr. Carter – Physical Education, Ms. Stuckey – Fine Arts, Dr. Philpotts- Humanities, and Dr. Norton, Dr. Troboy and Dr. Dykema - Social Sciences. The committee decided that there should be a gradation to the mappings such as explicitly, implicitly or does not address. Ms. Stuckey inquired as to the steps that the members should take to gather the information they require about the courses that are not obvious from course descriptions. The committee agreed that it would be okay to contact the pertinent deans and department heads. Dr. Lasey asked the committee to submit the information to her by course and then the objectives and then by what level they address the goal (explicitly, implicitly or does not address). Dr. Lasey asked the committee for any further suggestions that they might have that would help the next committee. Dr. Dykema mentioned something that he thought the committee shouldn't do was encourage the peer review process to focus more on student learning and less on professorial performance. He felt that this should be handled by the Assessment Committee. The committee agreed.

#### Transfer Student Credit

Dr. Lasey informed the committee that Linda Clarke of Academic Advising had expressed a concern to her regarding transfer student credit for

General Education courses and what can be accepted from other universities to satisfy our requirements. The committee agreed that this is an issue that needs to be addressed, but that it was beyond the scope of this committee.

Next Meeting

Dr. Lasey announced that the next meeting would be April 3<sup>rd</sup> at 3:00 pm and asked that the committee turn in their mapping assignments to her by March 20.

Adjournment

The meeting adjourned at 4:00 p.m.

**The Minutes of  
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ARKANSAS TECH UNIVERSITY**

The Ad Hoc General Education Committee met Friday, April 3rd at 3:00 p.m. in Doc Bryan SGA Senate Room. The following were present:

Dr. Tim Carter	Ms. Karen Riddell
Dr. Peter Dykema	Ms. Annette Stuckey
Dr. Robin Lasey	Dr. Kim Troboy
Dr. Hanna Norton	

Absent:

Dr. Trey Philpotts  
Dr. Ruth Enoch

Call to Order: Dr. Lasey called the meeting to order and asked for action on the minutes of the March 6<sup>th</sup>, 2009 meeting. There being no amendments or corrections, motion by Dr. Troboy, seconded by Ms. Stuckey, to approve the minutes as distributed. Motion carried.

Old Business: Dr. Lasey informed the committee that she had not completed the mapping of the General Education courses with the General Education goals as yet, but that she would get that completed in the coming week and email that to the members.

Webpage Dr. Lasey told the committee that she had worked with Dr. Watson in getting General Education added to the Tech webpage. This has now been added under the "Current Students at Tech" link under "Academics". When students click on this, a word document pulls up with the general education goals and requirements. Dr. Lasey commented that she would also like for that to be added under the "Faculty and Staff" link and would ask Dr. Watson about getting that done. Dr. Lasey also told the committee that Dr. Carey Roberts was the one that would be updating the General Education Committee website and that she would meet with him before the next Ad Hoc meeting about that.

Catalog Dr. Lasey told the committee that she would like to make a recommendation from the Ad Hoc General Education Committee to move the General Education goals in the catalog closer to the front. Dr. Lasey suggested that the goals be moved to the General Information section with the mission statement. She then asked for comments from the committee on the placement. After discussion,

the committee decided to make the motion to recommend that the General Education goals be placed in the General Information section after the mission statement with the words “See General Education Requirements”, in addition to being in the General Education Requirements section. Motion by Dr. Troboy, seconded by Dr. Carter, to add the General Education goals to the General Information section of the catalog. Motion carried. The committee commented that the General Education goals were not in the index of the catalog. Karen Riddell told the committee that she could take care of adding that to the index since she does the editing of the catalog.

#### Members

Dr. Norton inquired as to which members of the Ad Hoc committee had also been elected to the General Education Committee by their schools. Dr. Dykema and Dr. Troboy said that they were elected. Dr. Lasey commented that any of the others that would like to be on the committee should let the people responsible for appointing members know of their interest. Dr. Lasey informed the committee that she planned to meet with Dr. Watson soon to report to him the progress of the committee and plans for the future. She could at that time also convey to him the member’s interest in being appointed.

#### Next Meeting

Dr. Lasey announced that the next meeting would be April 24th at 3:00 pm.

#### Adjournment

The meeting adjourned at 3:45 p.m.

**The Minutes of  
THE GENERAL EDUCATION COMMITTEE  
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The General Education Committee met Friday, August 28<sup>th</sup> at 3:00 p.m. in the Office of Academic Affairs. The following were present:

Dr. Jackie Bowman	Mr. Ray Moll
Dr. Peter Dykema	Mr. Dustin Parsons
Dr. Annette Holeyfield	Ms. Karen Riddell
Dr. Robin Lasey	

Absent:

Dr. Ruth Enoch	Dr. Pat McCreary
Dr. Ramon Magrans	Dr. Kim Troboy

Guests: Dr. David Underwood and Ms. Pat Chronister

Call to Order: Dr. David Underwood called the meeting to order and went over the items that needed to be covered by the committee at this preliminary meeting. The agenda consisted of members drawing for length of initial terms, one, two, or three years; electing the chair, chair-elect and secretary (keeping in mind that the chair-elect must be from faculty who will serve a two year or a three year term); and to decide what to do about the member from the College of Professional Studies and Academic Outreach, since they do not have a qualified faculty member. Dr. Underwood also told the committee that the Chair of the committee would receive an overload for the fall semester instead of release time, but should work out release time for spring. Dr. Underwood then turned the meeting over to the committee members.

Election of Officers: Dr. Dykema suggested that Dr. Robin Lasey run the meeting at that point since she was the chair of the Ad Hoc committee. Dr. Lasey then made a motion to have the election of officers first and then draw for terms. Dr. Holeyfield seconded the motion. Motion carried.

Dr. Lasey asked for nominations for the position of Chair. Dr. Dykema nominated Dr. Lasey. Dr. Bowman seconded the nomination. There being no other nominations, Dr. Holeyfield moved that nominations cease and Dr. Lasey be elected by acclamation. Motion carried. Dr. Lasey then asked for nominations for the position of Chair-Elect. Dr. Dykema nominated Dr.

Bowman. Dr. Lasey seconded the motion. There being no other nominations, Dr. Holeyfield moved that nominations cease and Dr. Bowman be elected by acclamation. Motion carried.

Dr. Lasey then asked for nominations for the position of Secretary. Dr. Holeyfield nominated Dr. Enoch. Mr. Parsons seconded the motion. There being no other nominations, Dr. Dykema moved that nominations cease and Dr. Enoch be elected by acclamation. Motion carried.

The members of the committee then drew numbers for their staggered terms. The terms were as follows: Jackie Bowman, Annette Holeyfield, and Ruth Enoch – three years; Robin Lasey, Pat McCreay and Peter Dykema – two years; and Ray Moll, Kim Troboy, and Ramon Magrans – one year. Dustin Parsons drew for absent members.

Dr. Lasey proposed that the committee table the issue of the member from the College of Professional Studies and Community Outreach until the next meeting.

Dr. Lasey informed the committee that the information that is going in to TracDat is still at the gathering stage and not yet ready to analyze. She also mentioned that it might be beneficial to have the information looked at from multiple perspectives. Dr. Lasey told the committee that she would email the members that were not on the Ad Hoc committee with the documents that they would need.

#### Amended Curriculum Proposal Forms

Pat Chronister then joined the committee and informed them that the Registrar's office is in the process of amending the Curriculum Proposal forms to reflect the need for the General Education Committee to review proposals that involve General Education courses. The registrar will send any proposals that say that they involve General Education directly to the General Education committee for their recommendations. Any proposals that say they do not involve General Education will go to the Curriculum Committee. If the Curriculum Committee then decides that they do involve General Education, they can also send the proposal to the General Education committee for their recommendations. Ms. Chronister recommended that the chair of the General Education committee get with the registrar to determine when they will get the proposals, since the Curriculum Committee does not meet until late October. Dr. Lasey stated that she would meet with Tammy Rhodes in a couple of weeks. Ms. Chronister then left the meeting.

New Business	Mr. Dustin Parsons asked the committee to give him a clarification of his duties on the committee as the Student Government Association representative. Dr. Lasey told him that his responsibility would be to give the committee the student perspective on general education goals and whether they felt like they were being reached.
Next Meeting	Dr. Lasey told the committee that she would like for the committee to meet once a month. Members will be contacted in the next few days for their availability for meetings with the first meeting hopefully being scheduled in the next couple of weeks.
Adjournment	The meeting adjourned at 3:40 p.m.

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

The General Education Committee met Monday, September 14<sup>th</sup>, at 9:00 a.m. in the McEver Conference Room. The following were present:

Dr. Jackie Bowman	Mr. Ray Moll
Dr. Peter Dykema	Mr. Dustin Parsons
Dr. Robin Lasey	Ms. Karen Riddell
Dr. Ramón Magráns	Dr. Kim Troboy

Absent:

Dr. Ruth Enoch	Dr. Pat McCreary
Dr. Annette Holeyfield	

Call to Order: Dr. Lasey called the meeting to order and asked for approval of the August 28<sup>th</sup> minutes. Dr. Dykema suggested removing the sentence “since they do not have a qualified faculty member” from the sentence regarding the College of Professional Studies and Community Outreach. He pointed out that Dr. Rollans is a qualified faculty member. Dr. Lasey added that the College and category (elected or nominated) should be added to the terms drawn section. Mr. Parsons made a motion to amend the minutes, Dr. Magráns seconded the motion. Motion carried.

Old Business: The committee discussed the issue of the College of Professional Studies and Community Outreach member and decided that since this college having only one eligible member for any committee was probably going to be an issue that went beyond the General Education Committee, that it would be best to let Dr. Watson decide on the solution. Dr. Lasey said that she would write a memo to Dr. Watson regarding this issue.

New Business Dr. Lasey asked the committee to look over the “Report on General Education Assessment” that she had sent to them via e-mail. She reminded them that each goal was divided into sub-goals and asked that they each look at these sub-goals and make sure that the meaning of these was made clear. She mentioned that the bullets are how the sentences were shorted to be put in to TracDat.

Dr. Lasey went over the report with the committee starting with the *Scientific Reasoning* goal. She reported that the College of Natural and Health Sciences is currently assessing all general education



introductory courses. Each student will be getting assessed in at least one of these courses. Dr. Lasey reported that all the data for the five questions has been entered and that starting this semester, faculty can enter these scores into Banner themselves. In the future, sections will be selected at random to do the assessment instead of doing all sections.

For the *Quantitative Reasoning* goal, Dr. Lasey reported that data was being collected from College Math and College Algebra final exams and being given to Dr. Enoch.

For the *Communicate Effectively* goal, Dr. Lasey reported that Criterion software is being used by the English department in a limited number of sections for the Written Communication, but that she has not received any data from Dr. Brucker as yet. As for the Oral Communication, nothing formal is being done. Dr. Troboy mentioned that most departments have a capstone project of some kind in which students give oral presentations and thought these might be used for this assessment. Dr. Magráns pointed out to the committee that on page 12 of the report, under “Delivery” it states that students should make eye contact with the audience, but that this goes against the Hispanic culture. Dr. Troboy stated that in the College of Business, the students were taught to make eye contact.

For the *Demonstrate Ethical Perspectives* goal, Dr. Lasey said that nothing formal was being done at this point.

For the *Develop Knowledge of the Arts and Humanities* goal, Dr. Lasey reported that there has been some standard development, but that it is not widespread and there was not a lot of data. Dr. Dykema commented that the departments are starting to embed more in to their final exams.

For the *Critical Thinking* goal, Dr. Lasey commented that Dr. Roberts has provided considerable data from the History and Political Science courses.

For the *Understanding Wellness Concepts* goal, Dr. Holeyfield has the data, but Dr. Lasey has not received it yet.

There was some concern from the committee that the assessments were just assessing specific facts that the students had learned in the course instead of the general education goals. Dr. Lasey commented to the committee that that is the kind of things she would like for them to review and voice their opinions.

Dr. Lasey commented that the job of the committee is to show the HLC visiting team that we have assessed our general education goals and reported our findings. It is up to the departments affected to make changes based on those findings.

Dr. Lasey then asked for any comments from the committee. Dr. Troboy stated that she had been helping with a national pilot test for the Educational Testing Service and she felt that this information could be useful to the committee. Dr. Lasey asked Dr. Troboy to bring this information to the next meeting. Dr. Lasey said that she would also like to look more closely at the written and oral communications goals and what is being done with these at the next meeting.

Next Meeting

Dr. Lasey announced the next meeting is scheduled for Thursday, October 8, at 8:00 am in the McEver conference room.

Adjournment

The meeting adjourned at 9:40 a.m.

**The Minutes of  
THE GENERAL EDUCATION COMMITTEE  
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The General Education Committee met Thursday, October 8, 2009, at 8:00 a.m. in the McEver Conference Room. The following were present:

Dr. Ruth Enoch	Dr. Robin Lasey
Dr. Annette Holeyfield	Ms. Karen Riddell
	Dr. Kim Troboy

Absent:

Dr. Jackie Bowman	Dr. Pat McCreary
Dr. Peter Dykema	Mr. Ray Moll
Dr. Ramón Magróns	Mr. Dustin Parsons

Guest: Dr. Alejandra Carballo

Call to Order: Dr. Lasey called the meeting to order and asked for approval of the September 14<sup>th</sup> minutes. There being no amendments or corrections, motion by Dr. Troboy, seconded by Dr. Holeyfield, to approve the minutes as distributed. Motion carried.

Old Business: Dr. Lasey informed the committee that she had spoken with Dr. Watson about the member from the College of Professional Studies and Community Outreach and that he had recommended that Annette Stuckey be invited to attend the meetings as an ex officio member. Dr. Lasey also spoke with Dr. Bishop, chair of the Faculty Senate, who suggested that Ms. Stuckey attend in a non-voting capacity. Dr. Lasey informed the committee that Dr. Ramon Magrans was withdrawing from the committee due to other obligations and that the Faculty Senate would appoint another faculty to be their representative.

Dr. Lasey reported to the committee on the progress made so far on the *Communicate Effectively* goal and informed them that she had spoken with Dr. Carl Brucker, Head of the English department. Dr. Brucker told her that random sections of their students are given a written assessment using Criterion software at the start of their Foundational Composition and Composition I classes and another random section is assessed at the end of their Composition II class. These assessments are showing an increase in the students "mean" scores which means that they have improved. The committee suggested that it would be good if the tests could be done on the same group of students to get a more

accurate assessment. The committee also thought that it would be good if there could be assessment of senior level students. It was suggested that the capstone projects that seniors do might be useful for this assessment. Dr. Troboy suggested having several faculty rate the students using a rubric. She mentioned that this would be time-consuming for faculty, but worthwhile. Dr. Lasey suggested that the rubrics could then be given out to faculty as resources.

For the *Oral Communications*, rubrics from Dr. Hanna Norton, Journalism, and Dr. Kim Troboy, Business, were distributed. Dr. Lasey told the committee that she could use both rubrics. Dr. Troboy suggested that the capstone projects could be a useful tool for this goal also.

Dr. Lasey suggested that it might be helpful to run some workshops on rating rubrics through the Center for Teaching and Learning and the committee agreed.

For the *Ethical Perspectives* goal, Dr. Troboy provided rubrics from the College of Business. They have used both scripts and videos and have found that students did better working from scripts than from videos to identify ethical dilemmas. They have found that seniors do better than sophomores therefore showing improvement. Dr. Troboy said that they had used a Defining Issues Test (DIT) that was very general and could be used in areas other than Business.

#### New Business

Dr. Lasey said she felt that all of the General Education Requirement areas were covered as far as being assessed, with the exception of Humanities, and that they needed to choose sections from that area to be assessed.

Dr. Lasey told the committee that she would like to look at the Wellness and the Arts and Humanities goals at the next meeting. She told them she would also like for them to review the General Education Report before the next meeting.

#### Next Meeting

Dr. Lasey announced the next meeting is scheduled for Friday, October 30, at 9:00 am in the McEver conference room.

#### Adjournment

The meeting adjourned at 9:10 a.m.

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

The General Education Committee met Friday, October 30, 2009, at 9:00 a.m. in the McEver Conference Room. The following were present:

Dr. Jackie Bowman	Dr. Pat McCreary
Dr. Alejandra Carballo	Dr. Robin Lasey
Dr. Peter Dykema	Mr. Dustin Parsons
Dr. Annette Holeyfield	Ms. Karen Riddell

Absent:

Dr. Ruth Enoch	Ms. Annette Stuckey
Mr. Ray Moll	Dr. Kim Troboy

Call to Order: Dr. Lasey called the meeting to order and asked for approval of the October 8<sup>th</sup> minutes. There being no amendments or corrections, motion by Mr. Parsons, seconded by Dr. Dykema, to approve the minutes as distributed. Motion carried.

Old Business: Dr. Lasey gave a brief overview of the last meeting to the members that had not been able to attend and told them that she felt that a lot of progress had been made for the Communicate Effectively, Oral Communications and the Ethical Perspective goals.

New Business The committee reviewed the following curriculum proposals with these results:

**Department of Mathematics**

*Delete MATH 1103, Algebra for General Education, from the course descriptions. – Support*

**Department of Biological Sciences and Department of Physical Sciences**

*Request BIOL/PHSC 1004, Principles of Environmental Science, be added to the General Education Requirements listing for Science. – Support*

**University Honors Program**

*Add the Honors courses to the course descriptions and to the general education offerings. – Support as long as they truly are “different” and not just the same course with a different set of students. There was a concern about the HIST 2043 not satisfying the General Education Requirements if the HIST 1903 proposal*

passes. Should there be an Honors Survey of American History instead of Honors US History to 1865? There was also a concern about the lack of diversity (missing Latino and Asian cultures) in the Honors World Literature course.

### **Department of History and Political Science**

*Add HIST 1903, Survey of American History, to the course descriptions and replace HIST 2003 and HIST 2013 in the listing for General Education Requirements.* – Support, however for a General Education course we would like to see more discussion of how the history relates to contemporary issues than was indicated in the syllabus. There was also a concern about the lack of diversity indicated in the syllabus. We questioned whether this change will adversely affect transfer students and how that would be handled. We also questioned whether the General Education Committee could continue to assess the students' critical thinking skills in this new course as is currently being done in the HIST 2003 and HIST 2013 courses.

The committee then reviewed the Wellness goal. Dr. Annette Holeyfield reported that she had four semesters worth of data that used five general questions that were connected to the student by T number. These questions were produced by faculty members. Dr. Holeyfield said that there were about 30 activity courses from which assessment data is being drawn from the ACHA – NCHA annual surveys and TechFit attendance.

There was some concern from the committee that some of the questions being used on assessments were too course specific and it was suggested that the committee try to get some different questions that address the goals better. The committee thought that this was something they could work on getting.

Dr. Lasey told the committee that she would like to work on the Arts and Humanities assessments at the next meeting and asked that everyone look over the information provided before the meeting.

Next Meeting

Dr. Lasey announced the next meeting is scheduled for Thursday, November 19, at 8:00 am in the McEver conference room.

Adjournment

The meeting adjourned at 9:50 a.m.

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

The General Education Committee met Friday, November 19, 2009, at 8:00 a.m. in the McEver Conference Room. The following were present:

Dr. Jackie Bowman	Dr. Robin Lasey
Dr. Alejandra Carballo	Mr. Dustin Parsons
Dr. Peter Dykema	Ms. Karen Riddell
Dr. Annette Holeyfield	Dr. Kim Troboy

Absent:

Dr. Ruth Enoch	Mr. Ray Moll
Dr. Pat McCreary	Ms. Annette Stuckey

Call to Order: Dr. Lasey called the meeting to order and asked for approval of the October 30<sup>th</sup> minutes. Dr. Holeyfield asked that the sentence “Dr. Holeyfield said that there were about 30 Wellness courses being assessed at this time” be amended to say “Dr. Holeyfield said that there were about 30 activity courses from which assessment data may be selected. Indirect assessment data is being drawn from the ACHA – NCHA annual surveys and TechFit attendance”. Dr. Carballo asked for an addition to the sentence “There was also a concern about the lack of diversity (missing Latino cultures) in the Honors World Literature course”. She asked that Asian cultures be included in that statement. Motion by Dr. Bowman, seconded by Mr. Parsons, to approve the minutes as amended. Motion carried.

New Business: Dr. Lasey distributed to the committee some examples of Arts and Humanities general education goals assessments from two other universities to use as examples.

Dr. Dykema commented that he would like to discuss changing the goal of “Develop Knowledge of Arts and Humanities” to include the word “Appreciate” and asked if that would be appropriate for the General Education Committee to propose. The committee agreed that it would be appropriate to suggest this to the Curriculum Committee and that “appreciation” could at least be added as a sub-goal or as one of the criteria for this goal. The committee then discussed assessing appreciation of the Arts and Humanities. The committee felt that to assess appreciation, there could be more data gathered from on and off-campus engagement activities such as recitals and programs. There was some concern from the committee that on campus activities might not give an

accurate assessment of appreciation because of requirement or extra credit given in classes for attendance at these events. It was suggested that the NSSE (National Survey of Student Engagement) could help with getting accurate data for this.

The committee discussed further how to assess the College of Arts and Humanities goal and decided to ask to meet with the department heads and see if they could have their faculty develop some questions to use as assessment. Dr. Lasey and Dr. Dykema (as representative from Arts and Humanities) will ask to meet with the department heads before the end of the semester and hopefully have the questions ready by the beginning of the Spring semester.

The question was asked if the General Education Committee could make suggestions for curriculum and Dr. Lasey said that they could write a report to the Faculty Senate and Dr. Watson with suggestions.

Mr. Parsons asked the committee how faculty were chosen to teach the general education courses. The committee told him that it varies by departments. Mr. Parsons made the comment that there might need to be some kind of minimum requirements in what is being taught in general education classes, because different faculty were teaching different levels of the courses and that students were finding out the “easy” teachers in order to get by with as little as possible. Dr. Troboy mentioned that the Math department was now giving common finals to make sure that everyone is learning the required information. Dr. Dykema thought that this would not work for all departments and the committee would meet with resistance if they tried to push for common finals or common syllabi.

The committee discussed that they need to be working closely with the various departments that have general education courses.

Next Meeting

Dr. Lasey announced the next meeting is scheduled for Tuesday, December 8<sup>th</sup>, at 9:00 am in the McEver conference room.

Adjournment

The meeting adjourned at 9:05 a.m.