

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

The General Education Committee met Thursday, April 1, 2010 at 1:00 pm in McEver 28. The following were present:

Dr. Jackie Bowman	Mr. Ray Moll
Dr. Alejandra Carballo	Ms. Karen Riddell
Dr. Ruth Enoch	Dr. Kim Troboy
Dr. Robin Lasey	

Absent:

Dr. Peter Dykema	Mr. Dustin Parsons
Dr. Annette Holeyfield	Ms. Annette Stuckey
Dr. Pat McCreary	

Guests: Dr. Charlie Gagen, Ms. Danielle Jolie, Dr. Tom Limperis, Dr. Carey Roberts, Dr. Jeff Robertson and Mr. Wyatt Watson

Call to Order: Dr. Lasey called the meeting to order and turned it over to Dr. Carey Roberts and Mr. Wyatt Watson to demonstrate the General Education Assessment Report that Mr. Watson has developed in the ARGOS system.

Report Dr. Roberts told the committee and guests a little about the history of assessment at Arkansas Tech and the need for a change in the procedures. Tech formerly used the CAAP exam to assess students, but because students did not take this test seriously, the results were not a trusted means of assessment. He then turned it over to Mr. Watson to demonstrate how TracDat could help with developing a better form of assessment.

Mr. Watson distributed two handouts to the group: one with the General Education Goals and the questions being asked to assess the goals; and the other with the classes being used to assess the General Education Goals and the questions. Mr. Watson requested that the General Education Committee review the questions on these “crosswalks” and decide if they were acceptable for the report. He also asked the committee to decide on the threshold for the percent that would be considered a “success” for Tech, additional courses to assess and any other suggestions they might have.

Mr. Watson demonstrated the report and explained that the data could be entered for each student when grades were posted in Banner. There was concern from the group that this would entail a lot of time to input this data. Mr. Watson told the group that he had set this up so that the data could be input at any time; the report would not shut down when the grade reporting time did and that it did not have to be the actual instructor or department head that did the data entry. This could be done by assistants or really anyone that they were comfortable with doing the entry.

Mr. Watson reported to the group that at this time, there had not been enough data gathered to give an accurate report, but that once there was enough data that this could be a very effective assessment tool. Dr. Roberts added that once we have this implemented, we would be the only ones in the country to have such a tool and that Arkansas Tech could really become a leader in Assessment.

Dr. Gagen asked if there was a way to import data into the ARGOS report from such programs as Excel, since they already have a lot of this data stored that way. He also asked if there was a way to set a default “pass” button that would mark everyone in a specific course to pass. Mr. Watson said that he would investigate both of these options to see if they were possible.

Mr. Watson reported to the group that he was in the process of inputting PRAXIS exam scores into the Banner system and should have this completed in the next month or two. These scores could be used in program assessments. He also suggested to the group that they input any MFAT or major field exams that they used to assess their students, including any subscores associated with these tests. He told the group that they could send these scores to the registrar’s office for help with inputting the data. Dr. Roberts told the group that if they had concerns about the costs of requesting subscores, to contact him or Dr. David Underwood for assistance through Assessment Committee funds.

Dr. Roberts cautioned the group to be careful with using Blackboard for exams in the courses used to assess General Education Goals because of “pooled” exams. Non-pooled exams would work with the report, but not pooled.

Next Meeting

Dr. Lasey announced the next meeting is scheduled for Wednesday, April 16 at 2:00 pm.

Adjournment

The meeting adjourned at 2:00 pm.

**The Minutes of
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The General Education Committee met Friday, April 23, 2010 at 2:00 pm in McEver 1.
The following were present:

Dr. Jackie Bowman
Dr. Robin Lasey
Ms. Karen Riddell
Dr. Kim Troboy

Absent:

Dr. Alejandra Carballo	Dr. Pat McCreary
Dr. Peter Dykema	Mr. Ray Moll
Dr. Ruth Enoch	Mr. Dustin Parsons
Dr. Annette Holeyfield	Ms. Annette Stuckey

Call to Order: Dr. Lasey called the meeting to order and asked for action on the minutes of the April 1, 2010 meeting. There being no amendments or corrections, motion by Dr. Troboy, seconded by Dr. Bowman, to approve the minutes as distributed. Motion carried.

Rubrics Dr. Lasey asked the committee to review the rubrics that Mr. Wyatt Watson had distributed at the last meeting to determine if the questions asked were acceptable to gather the information needed for the General Education Assessment Report that would be run through ARGOS. The committee discussed these rubrics and will get their suggestions to Mr. Watson for revision.

DIT Dr. Lasey distributed a handout on the Defining Issues Test (DIT) for the committee to look over and decide if this could be used for General Education Assessment. This test would give an idea of ethical awareness of students. Dr. Lasey told the committee that the tests would cost \$326 for 200 tests. The committee wondered about an appropriate sample number for this test. Dr. Troboy volunteered to get with Dr. David Roach to get his opinion on this as a statistician. Dr. Lasey will get with Dr. Carey Roberts regarding funding for the tests.

Next Meeting Dr. Lasey announced the next meeting is scheduled for Tuesday, May 4th at 2:00 pm.

Adjournment The meeting adjourned at 2:50 pm.

**The Minutes of
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The General Education Committee met Friday, September 10, 2010 at 3:00 pm in McEver 1. The following were present:

Dr. Jackie Bowman	Dr. Kathy Pearson
Dr. Peter Dykema	Ms. Karen Riddell
Dr. Ruth Enoch	Ms. Annette Stuckey
Dr. Annette Holeyfield	Dr. Kim Troboy

Absent:

Ms. Kelsey Brown	Ms. Pat McCreary
Dr. Robin Lasey	Dr. Johnette Moody

Call to Order: Dr. Bowman called the meeting to order and asked for action on the minutes of the May 4th, 2010 meeting. There being no amendments or corrections, motion by Dr. Dykema, seconded by Dr. Troboy, to approve the minutes as distributed. Motion carried.

Election of Officers Dr. Bowman asked for nominations for the position of Chair-Elect. Dr. Holeyfield nominated Dr. Ruth Enoch, seconded by Dr. Bowman. There being no other nominations, motion carried.

Dr. Bowman then asked for nominations for the position of Secretary. There being no nominations, Dr. Dykema volunteered to serve as Secretary.

Review of Goals Dr. Bowman reported to the committee that progress has been made on all the goals and they are in good shape except for Goal IV, Develop Knowledge of the Arts and Humanities, which still needs work. She would like to devote time at the next meeting to brainstorming about this goal. Dr. Bowman also told the committee that if the data they have collected so far has made them aware of changes that are needed, there is still time to make those changes.

Assessment Data Report Dr. Bowman told the committee that the Assessment data is being entered and is ready for assessment.

DIT Dr. Bowman informed the committee that the DIT tests will be used to help collect data, but that we do not have the test as yet.

Once we receive the tests, the committee will determine how to select the group that will be tested.

Meeting Times

The committee decided to meet once a month and to rotate the times for the meetings to accommodate as many members' schedules as possible. The times that the most people could attend are Fridays at 9:00 am, 12:00 pm and 3:00 pm. Since the meeting this month was at 3:00 pm, Dr. Bowman told the committee that she would like to hold the next meeting at 9:00 am. This will allow Dr. Lasey, last year's chair, to attend and go over some things with the committee.

Brainstorming

The committee brainstormed on Goal IV and came up with three questions that need to be asked before going any further. Those questions were:

1. Can the committee change criteria?
2. Are the tasks used to measure sub-goal achievements left up to the individual instructor or are they standardized?
3. Is the committee supposed to be mapping all general education courses?

Adjournment

The meeting adjourned at 4:05 pm.

**The Minutes of
THE GENERAL EDUCATION COMMITTEE
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The General Education Committee met Thursday, October 28, 2010 at 1:00 pm in the McEver Conference Room. The following were present:

Dr. Jackie Bowman	Ms. Karen Riddell
Dr. Ruth Enoch	Dr. Kim Troboy
Dr. Annette Holeyfield	Dr. Jason Warnick
Dr. Robin Lasey	

Absent:

Ms. Kelsey Brown	Dr. Johnette Moody
Dr. Peter Dykema	Ms. Annette Stuckey
Ms. Pat McCreary	

Call to Order: Dr. Bowman called the meeting to order and asked for action on the minutes of the September 10, 2010 meeting. There being no amendments or corrections, motion by Dr. Holeyfield, seconded by Dr. Enoch, to approve the minutes as distributed. Motion carried.

Old Business Dr. Bowman informed the committee that Dr. Tarver would be meeting with the Department Heads next week to discuss changing the Arts and Humanities Goal 4. The committee will concur with their decision on that.

Curriculum Request The committee discussed the Request for Course Change to return HIST 2003 and HIST 2013 as options to the General Education Requirement for Social Sciences. Dr. Enoch made the motion to approve this request. Dr. Holeyfield seconded the motion. Motion carried.

Data Analysis The committee discussed how the data that has already been gathered would be analyzed. Dr. Bowman informed the committee that she and Dr. Lasey had spoken with Dr. Roberts for ideas. The committee discussed options for analysis of the data such as cluster analysis, which has the capability of using several criteria. Also discussed were criteria to be used in the analysis such as college GPA, majors, ACT scores (with relevant subscores) high school GPA, gender and college level. Dr. Bowman told the committee that she would speak with Wyatt Watson and Dr. Tarver about the possibility of using cluster analysis.

Data for 2008 and 2009 have been entered in to the system, but no reports have been run as yet. The Critical Thinking and the Wellness goals are being entered now. The reports will need to be run by the Institutional Research office.

DIT

Dr. Lasey informed the committee that she would ask Dr. Roberts about Assessment money for the DIT exams at the next Assessment meeting.

Adjournment

The meeting adjourned at 1:50 pm.