

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

The General Education Committee met Wednesday, January 25, 2012 in Pendergraft 326.
The following were present:

Dr. Jackie Bowman	Dr. Annette Holeyfield
Dr. Erin Clair	Ms. Karen Riddell
Dr. Ruth Enoch	Dr. Joseph Swain
Ms. Gwen Faulkenberry	

Ms. Samantha Maestas, Dr. Johnette Moody, Ms. Jennifer Saxton, Dr. Kim Troboy, and Dr. Jason Warnick were absent.

Call to Order: Dr. Enoch called the meeting to order and distributed the reports that had been run on the “Communicate Effectively” goal using the data collected by the committee.

Reports The committee first discussed the report that was organized by High School attended, looking only at high schools with at least a double digit count. Two schools were identified as possibly needing help in this area. Those identified were Berryville with a count of 14 students and a 64% value and Southside with a count of 23 and a 61% value. The committee discussed whether this information needed to be communicated to Dr. Watson and/or Dr. Roberts at this point, and decided that it would be better to wait until the reports had been run for the other goals. They also discussed the possibility of reaching out to these high schools through orientation and through concurrent students.

The committee then discussed the report organized by Primary Program and identified a few programs that they felt they might need to keep an eye on. Those programs were BPS – Public Relations and Criminal Justice and the BS in Hospitality.

Next the committee looked at the report organized by Department and found that there were just a few majors that might need work. The lowest percentage was Professional Studies with an 80%.

On the report organized by College, Residency, and Housing, the committee found that on-campus students do a little better than off-campus students, and on the report organized by Campus, Classification and Gender, the committee found that the two campuses were fairly consistent.

Dr. Swain reported that he is working with Dr. Woods on the Develop Knowledge of the Arts and Humanities goal. Dr. Enoch informed the committee that she would continue to run reports on the remainder of the goals for evaluation.

The committee decided to have the next meeting in late February. A specific date will be determined after coordination of the committee members schedules.

Adjournment

The meeting adjourned at 10:30 a.m.

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

The General Education Committee met Monday, February 20, 2012 in Rothwell 308. The following were present:

Dr. Jackie Bowman	Ms. Karen Riddell
Dr. Erin Clair	Ms. Jennifer Saxton
Dr. Ruth Enoch	Dr. Kim Troboy
Dr. Annette Holeyfield	Dr. Jason Warnick

Ms. Gwen Faulkenberry, Ms. Samantha Maestas, Dr. Johnette Moody, and Dr. Joseph Swain were absent.

Call to Order: Dr. Enoch called the meeting to order and asked for action on the minutes of the January 25, 2012 meeting. There being no amendments or corrections, motion by Dr. Warnick, seconded by Dr. Holeyfield to approve the minutes as distributed. The committee then realized that the minutes of the September meeting had not been approved and decided that Ms. Riddell could send those out in an email to the committee for review and approval since copies were not available at this meeting.

Reports Dr. Enoch distributed reports on the Critical Thinking and the Understand Wellness Concepts goals using the data collected by the committee. After the committee had a chance to look these reports over, they discussed the results.

Critical Thinking There was overall concern from the committee members regarding the results of the Critical Thinking report. The low percentage of students with an understanding of Critical Thinking appeared to be a campus wide problem. The committee discussed some of the reasons that might be causing this and observed that one of the problems might be that a lot of the General Education courses are taught by adjunct instructors who may not be aware of the general education goals. There was also particular concern with the international students and the committee observed that this was probably due to language barriers and possibly even cultural differences. The committee discussed speaking with the International and Multicultural Student Services department about sending out cultural reminders at the beginning of each semester.

Wellness

The committee then discussed the Understand Wellness Concepts report and found that overall, the results were very good and they felt that there was no reason for concern in this area.

Dr. Enoch informed the committee that she would have the reports for Scientific and Quantitative Reasoning for the next meeting.

Adjournment

The meeting adjourned at 12:30 pm.

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

The General Education Committee met Monday, April 23, 2012 at 10:00 am in Rothwell 308. The following were present:

Dr. Erin Clair	Ms. Jennifer Saxton
Dr. Ruth Enoch	Dr. Joseph Swain
Dr. Annette Holeyfield	Dr. Kim Troboy
Dr. Johnette Moody	Dr. Jason Warnick
Ms. Karen Riddell	

Absent:

Dr. Jackie Bowman	Ms. Samantha Maestas
Ms. Gwen Faulkenberry	

Call to Order: Dr. Enoch called the meeting to order and distributed reports that she had run on Quantitative Reasoning and on Scientific Reasoning.

Reports The committee first looked at the Scientific Reasoning reports and discussed the findings. The committee expressed some concern with the values in the BPS in Early Childhood and in Public Relations being too low. Dr. Enoch told the committee that she would address this in the report she gives to Dr. Watson. The committee then looked at the findings by high school and noted that most of the local high schools were around the 80% rate which is an acceptable rate.

The committee then looked at the Quantitative Reasoning reports by department and noted that overall the rates were very good. The committee felt that this is due in some part to the Mathematics department and their retention efforts. On the report by high schools, it was noted that Danville High School had a low rate on both the Quantitative and the Scientific Reasoning reports.

Dr. Enoch told the committee that they had now covered all of the areas that data had been gathered on so far and that she would be writing a report to turn in to the Assessment Committee and to Vice President for Academic Affairs. She will send a copy of this report to each committee member for their comments before submitting.

Dr. Swain reported that he is working on the Arts and Humanities section and would like input from the committee regarding indicators for assessment before he went the faculty for their help in gathering the data. The committee suggested that he speak with the Arts and Humanities department heads first to see how the department evaluates. Dr. Enoch reminded the committee that this research is ongoing and this section would probably need to be a goal for next year. As chair-elect, Dr. Moody put this on the agenda for the fall meetings. The Ethics section was also put on the agenda for the fall meetings.

Dr. Enoch called for approval of the minutes for the September 2011 and the February 2012 meetings. Motion by Dr. Troboy, seconded by Dr. Warnick to approve the minutes as distributed.

Next Meeting

Dr. Enoch announced that this would be the last meeting of this semester.

Adjournment

The meeting adjourned at 10:45 a.m.

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

The General Education Committee met Wednesday, October 3, 2012 at 9:00 am in Rothwell 308. The following were present:

Ms. Cheryl Chaney	Ms. Karen Riddell
Dr. Erin Clair	Ms. Jennifer Saxton
Ms. Gwen Faulkenberry	Dr. Kim Troboy
Dr. Johnette Moody	Dr. Jason Warnick
Dr. Justin Killingsworth	

Absent:
Ms. Caitlyn Brinegar
Dr. J.J. Mayo
Dr. Joseph Swain

Call to Order: Dr. Moody called the meeting to order and distributed the minutes of the last meeting, a copy of the General Education Committee guidelines from the Standing Committees website, and a list of members with term length.

Dr. Moody called for approval of the minutes for the April meeting. Motion by Dr. Clair, seconded by Dr. Troboy to approve the minutes as distributed.

Election of Officers Dr. Moody called for nominations for chair-elect and secretary for this year's committee. Ms. Saxton volunteered to serve as secretary. Ms. Chaney seconded. There being no other nominations, motion carried for Ms. Saxton to serve as secretary. Dr. Troboy nominated Dr. Swain to serve as chair-elect. Dr. Clair seconded. There being no other nominations, motion carried for Dr. Swain to serve as chair-elect.

Old Business Dr. Moody informed the committee that she would be meeting with Dr. Enoch to discuss the things that have been covered and where the committee left off from last semester. She will also be meeting with Dr. Watson and will report back to the committee.

The committee discussed the fact that Ethics was one of the goals that still needed to be assessed and that they would like to use the DIT software, which could be purchased through an Assessment Grant, to collect data. Dr. Troboy said that she could bring a copy of what the College of Business uses to request an Assessment Grant to the next meeting.

Dr. Troboy expressed concern about some of the data gathered so far since it was including freshmen in the counts. Dr. Moody said that she would meet with Institutional Research to talk about the data and report back to the committee.

Dr. Moody told the committee that she would send copies of the reports so far to the new members.

Next Meeting

The committee discussed meeting times for this semester and decided that Friday mornings worked well for most members. They then decided to meet once a month with the next meeting being November 2 at 9:00 am in Rothwell 308.

Adjournment

The meeting adjourned at 9:25 a.m.

**The Minutes of
THE GENERAL EDUCATION COMMITTEE
OF
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The General Education Committee met Friday, November 3, 2012 at 9:00 am in Rothwell 308. The following were present:

Ms. Cheryl Chaney	Ms. Karen Riddell
Dr. Justin Killingsworth	Dr. Kim Troboy
Dr. J.J. Mayo	Dr. Jason Warnick
Dr. Johnette Moody	

Absent:

Ms. Caitlyn Brinegar	Ms. Jennifer Saxton
Dr. Erin Clair	Dr. Joseph Swain
Ms. Gwen Faulkenberry	

Dr. Carey Roberts was a guest at the meeting.

Call to Order:	Dr. Moody called the meeting to order and turned it over to Dr. Carey Roberts to speak to the committee about assessment and some of the things the committee is charged with overseeing.
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Dr. Roberts	Dr. Roberts began by explaining about accreditation for the university and the role of the Higher Learning Commission. He explained that the HLC drives accreditation practices. At the accreditation visit in 2000, Arkansas Tech was found lacking in the assessment area and required to have a follow-up focus visit, but for the 2010 visit we were found to have one of the best assessment plans they had seen, so ATU has made a great improvement assessment-wise.
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He told the committee that in the past accreditation had been about compliance or proof, but that it is now geared more toward institutional effectiveness. Assessment involves every part of the university, but teaching is the most important aspect. One of the ways to show institutional effectiveness is by getting control over curriculum and identifying what works and what doesn't. ATU assessment is moving towards a course embedded type of measurement and using major field exams to ensure that we are teaching what the students need to know. Faculty need to ask themselves what four or five things, that if their student did not know when they finished their course, would embarrass them. Then they need to figure out how to measure these things.

Dr. Roberts said that, where the General Education Committee is concerned, they need to look at how each major is assessing their goals. Each department needs to think about the General Education Goals as they apply to their specific majors and can have their own measures, but that does not mean that the General Education Committee cannot come up with a common measure for each general education goal that they can use campus-wide.

Dr. Roberts then discussed with the committee some of the ways that data is collected and told them that each student, not just a sample of students, has data in Banner. Some majors use such tests as major field exams, the GRE or Praxis and some majors use exams in their capstone classes.

Dr. Roberts told the committee that the Assessment Committee had funds that would pay for such things as conferences, speakers, and standardized exams if they needed them and directed them to the Assessment Grants webpage for details and application forms.

Old Business

Dr. Moody called for approval of the minutes for the October meeting. Motion by Dr. Warnick, seconded by Ms. Chaney to approve the minutes as distributed.

Dr. Moody distributed copies of the Report on General Education Assessment and asked the committee to look it over before the next meeting.

The committee discussed things that still need to be accomplished including assessing the Demonstrate Ethical Perspectives goal, continuing to evaluate the other goals, and continuing to look at the validity of the data gathered so far.

Next Meeting

The committee decided that 9:00 am on Fridays was not a good time to have the meetings for the semester and asked that a scheduler be sent to all members to determine a time during the first week of December for the next meeting. Karen will send that out to the members and get with Dr. Moody after everyone has responded.

Adjournment

The meeting adjourned at 9:55 a.m.

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

The General Education Committee met Monday, December 3, 2012 at 11:00 am in Rothwell 308. The following were present:

Ms. Cheryl Chaney	Ms. Jennifer Saxton
Dr. Erin Clair	Dr. Joseph Swain
Dr. J.J. Mayo	Dr. Kim Troboy
Dr. Johnette Moody	Dr. Jason Warnick
Ms. Karen Riddell	

Absent:

Ms. Caitlyn Brinegar
Ms. Gwen Faulkenberry
Dr. Justin Killingsworth

Dr. John Watson was a guest at the meeting.

Call to Order: Dr. Moody called the meeting to order and turned it over to Dr. John Watson, Vice President of Academic Affairs.

Dr. Watson Dr. Watson started by expressing his appreciation to all the members of the committee for their work on the General Education Committee. He then gave the committee a brief history of Arkansas Tech's general education goals, telling them that the first general education goals were developed due to accreditation by the Higher Learning Commission.

Dr. Watson then distributed an article regarding the American Democracy Project and asked the committee to consider whether they felt that Arkansas Tech is preparing our students for roles as leaders. He expressed that this preparation should begin with enrollment at the university and continue through graduation. Dr. Watson mentioned that this is something he has also spoken to the Honors Council about and had given them the same task of reviewing what we here at Tech do and how we do it. One example given to show leadership was a civic project. Dr. Watson then stressed to the committee that this is just something he wants them to consider as possibly being included in the General Education Goals at some time in the future.

Dr. Warnick mentioned some of the projects that Behavioral Science students now work on such as service learning projects and asked if this is the kind of things that would be considered as civic projects and Dr. Watson agreed that it was. Dr. Troboy mentioned that the SIFE Club does

things like working with senior citizens to help them learn how to use computers as another example.

Dr. Watson then told the committee that he had met with Student Affairs and that they were discussing the possibility of developing a student involvement transcript. He would like to see every student become more engaged and to have some kind of involvement project on their transcripts. He also expressed how pleased he was to be working with Student Affairs on this endeavor.

Dr. Watson thanked the committee for their time and again asked them to consider the student leadership issue as eventually becoming part of the General Education Goals and to investigate to find things that are already being done in this area.

The committee discussed how to proceed with this task and decided that they wanted to speak with some of the other faculty in their departments to get ideas and bring those back to the January meeting.

Old Business

Dr. Moody called for approval of the minutes for the November meeting. Motion by Dr. Swain, seconded by Dr. Warnick to approve the minutes as distributed.

Dr. Moody told the committee that Dr. Enoch is working on the report for last year and that she would get with her and bring the report to the January meeting. She also told the committee that they would look at the goals for the next year at the January meeting after getting reports back from the departments.

Dr. Swain told the committee that Dr. Roberts had reminded him that the General Education Committee was responsible for determining what is being measured, but that the Assessment Committee will do the actual data collection. There was then discussion regarding the criteria for success for the goals and whether there needs to be some work done on some of these. Dr. Swain will go back to Dr. Roberts for some clarification on this and report back to the committee.

The committee then discussed the DIT exam and the possibility of getting an Assessment grant to purchase the exam. Dr. Moody thanked Dr. Troboy for sending her the information that the Business department used to purchase the exam and told the committee that she would send them a link to the website so that they could review it also. Dr. Troboy explained to the committee that the DIT assesses how students reason and that it can be personalized. The exam is also supposed to be culturally neutral.

Next Meeting Karen will send out a meeting scheduler to the members to determine the date and time for the next meeting and get with Dr. Moody after everyone has responded.

Adjournment The meeting adjourned at 11:55 a.m.