

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

The General Education Committee met Thursday, 14 November 2019 in Brown 355. The following were present:

Dr. Erin Clair	Ms. Katy Dodd	Ms. Ashtyn Mondy
Dr. Rajib Choudhury	Dr. Christine Austin	Dr. Jay Post
Dr. Alaric Williams	Dr. Wan Wei	Dr. Jeremy Schwehm
Dr. David Blanks	Dr. David Ward	

The following were absent:

Dr. Paola Gemme	Mr. Steven Junker	Dr. John O'Connor
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Minutes Dr. Blanks called the meeting to order and asked the committee for a motion to approve the minutes of the 17 October 2019 meeting. The minutes were approved.

“Chair’s Report on Meeting with Faculty Senate”

Dr. Blanks addressed Item 3 on the agenda, “Meeting with Faculty Senate”. Dr. Blanks said the proposal to change the structure of the General Education Committee was approved by Faculty Senate. There was only one issue they pointed out: Physical and Biological Sciences are not one department. The solution was to add an additional committee member so there is a representative for each department. In late spring, we will sit down and put this plan in place for next year. Dr. Blanks extended particular thanks to Dr. Schwehm for his support with this matter.

“Subcommittee Reports/Updates”

Dr. Blanks addressed Item 4 on the agenda, “Subcommittee Updates”. He said the Grant Subcommittee will meet next Thursday, and the committee knows how it will move forward to build the proposal. In the spring, we will integrate the General Education data we’ve collected. This may not be limited to the Mellon Grant.

Dr. Schwehm said the Data Collection Committee has submitted the IRB. Ms. Mondy completed Human Subjects Training, and now they are waiting on the official go ahead. Then, they will begin data collection in early spring. Dr. Blanks said we will figure out the budget for this soon. Ms. Mondy will present the findings at an undergraduate symposium, and Dr. Schwehm will assist with data collection in February and analysis in March.

Dr. Blanks said the first step for Program Review Committee is the Associates in General Studies and doing a review for the Department of Higher Education. Dr. Austin said the data belongs in the HLC review argument. Dr. Blanks also said ADHE provides feedback for us to use through two external reviewers. VP Johnson accepted one of two reviewers proposed. Dr. Austin provided a list of additional contacts, and Dr. Blanks contacted one. Dr. Blanks asked VP Johnson about this selection, but has not heard back so we cannot yet move forward there. Dr. Austin said she would follow up with VP Johnson.

Dr. Clair presented a document she worked on for the department heads, which asks for information from the departments to complete the review. She pointed out Item 2 in the document, which allows us to make a good argument to HLC that we are reviewing all courses. Item 3 in Dr. Clair's document further addresses this detailed review. Dr. Williams asked if there should be a statement included saying this is helpful for HLC, and Dr. Blanks suggested the deans should also be notified to increase buy-in. Dr. Clair said she and Dr. Austin would add the HLC language and address the request with the deans. Dr. Austin said she would be meeting with the HLC Steering Committee on the 15th and would ask for help with this.

Dr. Clair said that, regardless, many departments will now be in a position to have conversations they may not have had before, which is beneficial. Dr. Clair also noted that the due date will be December 2nd for departments to finish this, and concurrent and online data is also included. Dr. Ward noted that the language in the document should change, since all that can be looked at is the number of students who finished. Dr. Clair said the language would be changed from "enrolled" to "completed".

Meeting adjourned at 3:25 p.m.