

**AGENDA**  
**General Education Ad-hoc Committee**  
Wednesday, October 15, 2008  
4:00 p.m., Witherspoon 242

- I. Election of Chair and Vice Chair
- II. Release Time
- III. Committee Reporting
- IV. Proposal
- V. Announcements
- VI. Adjournment

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

The Ad Hoc General Education Committee met Wednesday, October 15<sup>th</sup> at 4:00 p.m. in Witherspoon, Room 242. The following were present:

Dr. Tim Carter  
Dr. Peter Dykema  
Dr. Ruth Enoch  
Dr. Robin Lasey

Dr. Hanna Norton  
Ms. Karen Riddell  
Ms. Annette Stuckey  
Dr. Kim Troboy

Absent:  
Dr. Trey Philpotts

Election of Chair:

Dr. Lasey volunteered to serve as chair of the committee. Dr. Carter made the motion to elect Dr. Lasey as chair. Ms. Stuckey seconded the motion. Motion was approved by a vote from the committee. Dr. Norton volunteered to be vice chair. Dr. Dykema made the motion to elect Dr. Norton. Dr. Carter seconded the motion. Motion was approved by a vote from the committee.

Release Time

The committee decided that there should be three hours release time per semester for the chair of the committee only.

Committee Reporting

Dr. Lasey opened the discussion by asking if the Ad Hoc Committee would always report to the Curriculum Committee. Dr. Norton explained that it was her understanding that that was one of the things the committee needed to decide. After some discussion, it was decided that only issues regarding curriculum should be reported to curriculum committee. A question was asked as to what assessment's position was on this issue. Dr. Norton explained that assessment would be providing the data to the ad hoc committee to use. The committee decided that they could take the information that is provided by the Assessment Committee and review it to see if it is what they need. If not, they would need to create more data.

Purpose of Committee

Dr. Carter pointed out the second paragraph under "Purpose" of the proposal submitted by Dr. Bishop that states that the General Education Committee will assume responsibility for general education assessment from the Assessment Committee and wondered how the Assessment Committee felt about this. Dr. Lasey informed the committee that she had spoken with Dr. Carey Roberts, who is the chair of the Assessment Committee, and that they are okay with this. After discussion, it was decided by the committee that the main purpose of the committee will be to assess the general education goals and determine if they are being reached by the students.

Proposal

The committee reviewed the proposal to establish a General Education Committee that was submitted by Dr. Glen Bishop and made several suggested modifications. The proposal will be given back to Dr. Bishop for revision and then submitted to the Faculty Senate.

Announcements

The committee set the next meeting for November 19<sup>th</sup>, at 4:00 pm in Witherspoon 242.

Adjournment

The meeting adjourned at 5:05 p.m.

Agenda  
General Education Ad-Hoc Committee  
Arkansas Tech University  
November 19, 2008  
4:00 pm, Witherspoon 242

Call to Order

Approval of the Minutes

Old Business:

Proposal to the Faculty Senate

- Dr. Glen Bishop – guest
- Comments from Faculty Senate
- Comments from Dr. Watson
- Statement of support?

New Business:

Take over general education assessment starting in January; will get a report from the Assessment Committee.

Ensure that the University clearly and publicly articulates the general education goals.

Announcements: Next meeting: first week of Feb. with General Education Subcommittee of the Assessment Committee.

Adjournment

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

The Ad Hoc General Education Committee met Wednesday, November 19<sup>th</sup> at 4:00 p.m. in Witherspoon, Room 241. The following were present:

Dr. Tim Carter  
Dr. Peter Dykema  
Dr. Ruth Enoch  
Dr. Robin Lasey  
Dr. Hanna Norton

Dr. Trey Philpotts  
Ms. Karen Riddell  
Ms. Annette Stuckey  
Dr. Kim Troboy

Absent:

All members were present. Dr. Glen Bishop was a guest.

Approval of the Minutes:

The minutes of the last meeting were approved with the exception of the sentence under Committee Reporting that states "Dr. Lasey asked what assessment's position was on the issue". This was a mistake in the minutes, so the committee decided to amend this sentence to read "A question was asked as to what assessment's position was on the issue." Dr. Norton made the motion; Dr. Troboy seconded the motion. Motion passed.

Proposal to the Faculty Senate:  
Comments from the Faculty Senate

Dr. Lasey reported to the committee that the proposal for the General Education Committee has not yet been approved or voted on by the Faculty Senate. She told the committee that the main concern that the Faculty Senate had was that the General Education Committee would be able to propose curriculum changes. These have always come from the departments and they felt that it should remain that way.

Comments from Dr. Watson

Dr. Lasey and Dr. Norton met with Dr. Watson to get his opinion on this and he agreed that curriculum proposals should not come from this committee. Dr. Watson felt that the General Education Committee should work with the departments whenever possible to make curriculum changes.

## Statement of Support

Dr. Lasey then distributed copies of the proposal with alterations made by Dr. Watson, Dr. Norton and herself. The committee discussed the suggested changes and added the following additional changes:

Under Appointed Membership - delete the sentence "The chair of the Curriculum Committee, with approval from the Curriculum Committee, will appoint one member. The appointee shall have the same responsibilities as the other members."

Under Officers – change "The chair will have three hours of release time per fall and spring semester to enable them to carry out their responsibilities" to "The chair will have three hours of release time per fall and spring semester."

Under General Education Assessment – change "The General Education Committee should consult with departments offering general education courses or other experiences to improve the attainment of general education goals and objectives by students in these courses" to "The General Education Committee should consult with the relevant members of the campus community to improve the assessment and attainment of general education goals."

Under Evaluate Proposals – change "All proposals which affect general education curriculum should first be evaluated by the General Education Committee. The proposal is then forwarded to the Curriculum Committee with their recommendations" to "All proposals which affect general education should first be evaluated by the General Education Committee. Proposals regarding curriculum are then forwarded to the Curriculum Committee with the General Education Committee's recommendations."

Dr. Troboy made the motion to accept the changes to the proposal. Dr. Carter seconded. Motion passed.

Dr. Lasey informed the committee that she would get the changes made to the proposal and send it to Pat Chronister in time for the proposal to go on to the agenda for the next Faculty Senate agenda. She

will also send the updated proposal to all members of the General Education Ad Hoc Committee.

Dr. Norton informed the committee that the next Faculty Senate meeting would be held on December 3 and asked that any members that are available come to that meeting.

Dr. Dykema asked Dr. Lasey if she could write up a paragraph that addressed the problems that kept the proposal from being approved by the Faculty Senate at the last meeting and any potential problems that might keep it from being approved at the next meeting. Dr. Lasey said that she could do that.

Gen Ed Assessment from  
Assessment Committee

Dr. Lasey commented to the committee that she would like to have the General Education Committee take over general education assessment from the Assessment Committee in January. She informed them that she would like to meet with the General Education Sub Committee of the Assessment Committee to discuss this transition during the first part of February. She also informed the committee that there should not be a need for another meeting of the General Education Ad Hoc committee until that time.

The committee questioned what would happen if the proposal did not pass the Faculty Senate as far as the existence of the Ad Hoc Committee. Dr. Bishop commented that if that happened then the Ad Hoc committee would continue to exist. Dr. Norton commented that for the purpose of the Higher Learning Commission, the committee would have to exist since the committee will be taking over assessment. Dr. Dykema commented that one purpose of the committee should be to educate the faculty about assessment. Dr. Bishop suggested that the General Education Committee work with the Assessment Committee and the Professional Development Committee to continue to accomplish this.

Dr. Lasey also pointed out to the committee that one of the things that Dr. Watson wanted to make sure that the committee accomplished this year was to

clearly and publically articulate the general education goals. Dr. Norton commented that she thought this was being accomplished by the assessment of general education and by showing that assessment is not always course driven. Dr. Lasey commented that she thought one of the things was whether the University's goals were readily accessible on our website and catalog. Dr. Dykema commented that the website was getting better since it now has a link to the mission statement, but it still needs improvement. Dr. Lasey agreed that this is something that they do need to work on more.

#### Adjournment

Dr. Dykema made the motion to adjourn. Dr. Carter seconded the motion. The meeting adjourned at 5:10 p.m.