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2-8-2012

## General Education Committee Meeting : 2012 : 02 : 08

General Education Committee

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**USFSP - GENERAL EDUCATION COMMITTEE**  
**MINUTES OF FEBRUARY 8, 2012**

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**Committee Members:**

Kathy Arthur, Chair  
Erika Asano  
Deby Cassill (partial with excuse)  
Maria Luisa Corton,  
Morgan Gresham  
Thomas Hallock,  
Hugh LaFollette  
Phillip McCollam (absent with excuse)  
Adrian O'Connor,  
Patricia Pettijohn,  
George Roy, (absent with excuse)  
J. E. Gonzalez (Ernie)

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The meeting was called to order at 1:05pm.

1. Approval of the minutes for January 25, 2012
2. Chair report:

- Webpage

Michael Fougeres (the webmaster) stated he would start working on administrative websites such as committee websites in the summer. He said to get back with him at the end of March about our ideas. So far we would like to see

- A mission philosophy page
- A student GE required course page
- A faculty GE Senate committee page
- Institutional Review page

The committee agreed on inviting Michael to one of our meetings before summer so he can hear our ideas directly. We also agreed on inviting Linda Crossman (Director of Records and Registration) regarding the interactive catalogue.

- Sharing information among the committee

-committee members should have access to the Q-drive/GE committee folder/  
where we will find 9 folders with information

Course Applications;agenda and minutes;course applications;USFSP mission statements;Senate Charge and documents;SLO and course list, data & tables;state and system regulation;USFSP GE reports;readings.

- Communication of Kathy with Deans and Faculty
    - E-mails sent to Deans, Chairs, Faculty Senate
    - Will attend Faculty Senate meetings periodically
    - Meeting with Margaret and Norine on Thursday Feb 9.
  
  - Data Collection – Assessment on Q-drive and summary tables
    - Last two years of data – fall and spring 2010 and 2011 should be in Q-drive under institutional effectiveness.
    - Summary tables for each semester should include: each SLO, subSLO, course number and name, outcome assignment, number met, number did not meet.
    - Committee asked Ernie to organize data on Q drive in folders according to semester under each Area.
3. Old business:
- The case MAC1105L
    - Not a GenEd course/math faculty in ESPG agree the addition of a lab is important to increase time with student/sign or not sign the approval form. The committee voted to send an email to: the chair of ESPG Henry Algeria, Brenda Burger who submitted the application, Dean Biafora, Sheramy Bundrick chair of Academic Programs Committee, Erika Asano and Armando Hoare, Chris Davis Chair of Faculty Senate; requesting that this course have department chair approval before GE chair signature and approval, as per our application procedure.
  
  - Work plan for the committee – see plan below.
  
  - GE Philosophy – will be first point in the agenda next meeting and we agreed that everyone on GE committee will send out their ideas to other committee members by Feb. 21
4. New Business
- We voted on Hugh's proposal of inviting a guest lecturer, Geoffrey Sayre-McCord, on the general education topic open to faculty and following we will have a Q/A section. We approved, and this event will happen on March 7
  - Assessment Day: Kathy's idea: Guest lecturer/philosophy/SLOs. We'll discuss this next meeting.

The next meeting will occur on **WEDNESDAY FEBRUARY 29, 2012**, at 1pm in Harbor Hall conference room.

The meeting was adjourned at 2:40pm.

## **General Education Curricula Reform Draft Schedule:**

### **Overview:**

#### **Spring 2012**

1. Senate Charge 1: reviewing and revising the philosophy of the General Education requirements at USFSP
2. Senate Charge 2: evaluating the existing list of student learning outcomes (SLO)-working and Ernie to collect this data.
3. April 13, Assessment Day will become GE Day a

#### **Fal 2012 and Spring 2013**

3. Senate Charge 3: examining the suitability of GE courses and the rationale for how these courses support the learning outcomes;

- Research methods/process used by other institutions
- National and regional data
- Process deciding SLOs other than state and System and their meaning
- Process/procedures for add, change, delete courses
- will each course cover entire aspect of SLO
- process of communication with faculty
- meetings with faculty
- possible guest speakers
- implementation date

#### **Fall 2013**

4.Senate Charge 4: Our fourth charge is making suggestions to improve GE assessment.

- Research models for different types of assessment

## **Spring 2012- More Detailed Work Plan**

**Meetings** 1 ½ hour 10 minutes- Chair intro new issues  
1 hour- 5 minutes each for each member's contributions  
Write ideas on board  
½ hour- discussion

Feb 8—Bring together ideas for mission and philosophy from our hearts and minds of committee members

Feb 29- bring together research by committee members from author's of books, philosophers, etc. national and local data

March 7- Guest speaker Geoffrey Sayre-McCord and bring together research by committee members of missions from other institutions that may be inspiring

March 28- consolidate previous 3 work days into a coherent statement

April 11- Put final touches on statement for faculty wide reveal. Discuss organization of GE day

April 13- GE day