**Gen Ed Committee Meeting**

**March 28, 2013**

**3:00 p.m.**

**DCED - Kathy Brittain White Conference Room**

Present: Sue McLarry, Gina Hogue, Josie Welsh, Dan Marburger, Linda Clark, Karen Yanowitz, Rick Clifft, Temma Balducci, Rebecca Oliver, Jerry Ball, Gary Edwards, Anne Grippo (taking Jeff Jenness’ place this semester), Tanya McKay, Ali Khalil (proxy for Jill Simons), and Chris Collins

Absent: Bill Humphrey, David Levenbach, Cecil Clark

Dr. McLarry called the meeting to order at 3:00 p.m.

College Algebra Feedback Report – Dr. McLarry made a motion to the committee asking if they accept the feedback report, motion carried and passed.

Quantitative Reasoning Course approved by UCC - use this as a Gen Ed course as an alternative to College Algebra for non-STEM majors. BSE's are required to take College Algebra. ACT still has to be at least 19. Box 23 Goal #1 and Goal #2 of UCC form need to have the Gen Ed Goal worded exactly as the Gen Ed wording for the goal. Only need 2 Gen Ed goals so Goal #3 can be whatever they want. Must clearly state that these are their Gen Ed goals on their syllabus. R.Clifft moved to accept and J. Ball 2nd to accept this as a Gen Ed Course.

Dr. McLarry indicated that she did not get ENG Comp I completed. The Assessment Plan is being reworked per Jerry Ball and will resubmit in August. Jerry Ball asked what they are to bring back in August - what they are assessing and data from spring semester. Discussed that it should be the department level that reviews the syllabi and have a form to sign off on before it comes to the committee. Meet before 2nd week of school.

Dr. McLarry told the committee that Jeff Jennus came off the committee and Ann Grippo is taking his place for this semester.

Charge to committee was to review the syllabi for English Comp II.

English Comp II

**Copies of the syllabi for Fall 2012 were distributed to the committee for review.**

1. Course description is ok, SLO, Goal is ok

2. Course description not ok, No goal, no SLO

3. Course description not word for word, goal implied but not stated as such, SLO

4. Course description no, no goal, SLO not word for word

5. Course description no, goal-no and included critical thinking, SLO - no

6. Course description no, goal, SLO - old outcome

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7. Course description no, goal-yes, SLO-no

8. Course description-old, goal-yes, SLO-old one

9. Course description-no, goal-yes, SLO thinking critically

10. Course description-not as in bulletin, communicating effectively under outcomes, SLO

11. Course description-old one, goal-yes, SLO thinking critically

12. Course description-not word for word, goal-yes, SLO-close not word for word

**General Education Course Review-Evaluation and Feedback Form**

Title of Course: ENG 1013 English Composition II

Syllabi reflect brief course description as it appears in bulletin - No

Syllabi list general education goal and related student learning outcome - No

Prerequisites are appropriate for level of course

Level of education of instructors for this course complies with ADHE and ASU Faculty Handbook

**Assessment of General Education Goal - Communicating Effectively:**

Construct and deliver a well-organized, logical, and informative oral and written presentation, accurately documented, that demonstrates proficiency in standard American English.

The above student learning outcome is being assessed across sections for continuous quality improvement of student learning - Yes

Report of the assessment findings has been submitted - Yes

Data are being used to improve student learning - No

**DECISION OF GENERAL EDUCATION COMMITTEE**

Course is acceptable as a general education course linked to the General Education goal of communicating effectively.

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Course is not acceptable as a general education course linked to the General Education goal of communicating effectively.

Course is acceptable as a general education course linked to the General Education goal of communicating effectively given the following modifications:

Use data to improve student learning, send us a report and clean up syllabi

Unable to evaluate as a general education course linked to the General Education goal of communicating effectively.

The following information or documentation is needed:

Have a report but not using the data to improve student learning

ACTION REQUIRED None

Follow-up Review 2013 2014 2016 (Follow up review in AUGUST 2013)

Meeting with Department Chair

Move to approve - R. Clifft, 2nd by R. Oliver

Dr. McLarry will need email vote within a week on reports and if not then she will have to set up another meeting.

Need to make a decision about a new Gen Ed Chair at the next meeting and who will be on the committee.

Dr. McLarry took a copy of the syllabi for spring 2012 with her to review.

There was one syllabus that did not indicate which semester.

Meeting adjourned at 4:14 p.m.

Submitted by:

Chris Collins

Assistant to Associate Vice-Chancellor for Academic Services