**Gen Ed Committee Meeting**

**March 7, 2013**

**3:00 p.m.**

**DCED - Kathy Brittain White Conference Room**

Present: Sue McLarry, Gina Hogue, Bill Humphrey, Josie Welsh, Dan Marburger, Linda Clark, Karen Yanowitz, Rick Clifft, Temma Balducci, Rebecca Oliver, Jerry Ball, David Levenbach, Tanya McKay, Ali Khalil (proxy for Jill Simons), and Chris Collins

Absent: Gary Edwards, Cecil Clark and Jeff Jenness

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.

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

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

1. Course description, Goal - No, SLO - Yes

2. Course description, Goal - No, SLO - No

3. Course description, Goal - No, SLO - No (old version not new)

4. Course description does not match Bulletin, Goal - No, SLO - No

5. Course description - not exact wording, Goal - No, SLO - Not exact has old wording 6. Course description

7. Course Description, Goal and SLO ok

8.

9.

10. No description, no goal, no SLO

11.

12.

13.

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

1. Goal - yes, SLO - old version

2. Goal - No, SLO - old version

3. Goal - No, SLO - nothing

4. Goal - Yes, SLO -old version

5. Course description ok, Goal - yes

6. Course description expanded, Goal - old wording

7. Goal - yes

8. Goal - no

9. Goal - yes but listed under SLO and SLO not correct

10. Course description ok, Goal -No

11. Goal - No

12. Course description - not exact but close, Goal - No, SLO - old version

13. Course description ok, Goal - yes but as outcome, SLO - old version

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

**Title of Course: English Composition I**

Syllabi reflect brief course description as it appears in bulletin

Syllabi list general education goal and related student learning outcome

Prerequisites are appropriate for level of course

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

ENG COMP I Gen Ed Course Review -Submission Form - discussion

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

*Construct and deliver a well-organized, logical, and informative oral or 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.

Report of the assessment findings has been submitted.

Data are being used to improve student learning.

**DECISION OF GENERAL EDUCATION COMMITTEE**

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

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:**

**Aug 2013 follow-up review, Course Descriptions, goals and SLOs**

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

The following information or documentation is needed:

**ACTION REQUIRED**

None

Follow-up Review 2013 2014 2016

Meeting with Department Chair

Sue asked if the committee wanted to meet next week on Comp II or wait until after Spring Break. Committee decided to meet on March 28th to review COMP II.

Sue also asked the committee about the courses for 2013-14 for review – does the committee want to receive those the first of Sept? The committee indicated that they did want to receive those the first of September and Dr. McLarry indicated that she would notify the colleges.

Meeting adjourned at 4:15 p.m.

Submitted by:

Chris Collins

Assistant to Associate Vice-Chancellor for Academic Services