# General Education Committee Minutes, 2/28/18

## Call to Order / Roll Call

Members present: L. Ametsbichler, B. Clough, T. Gregory, D. Parson, G. Peters, J. Randall, A. Sala T. Wheeler, J. Wilkinson

Members Absent/Excused: B. Durnell, S. Bradford, P. Muench   
Ex-Officio present: B. French N. Lindsay M. Opitz

The minutes from the 2/14/18 meeting were approved.

## Communication

* New Student members Daniel Parsons and Tayler Gregory were welcomed to the committee and members introduced themselves.
* Professor Bach resigned from the committee. Chair Randall requested that she attempt to find a replacement in the Social Sciences.
* There may be a few general education forms submitted for spring review. These will be distributed at the next meeting.

## Business Items

* Follow-up is still pending regarding the two courses. The Historical Studies form had the old learning outcomes, under the assessment section. The instructor was provided with a corrected form.
* Chair Randall disseminated a document that listed goals/workgroup assignments for the rest of the semester.   
    
  (1) Collection Assessment Materials   
  This group should identify what is needed for the assessment report in terms of data from the general education forms and the best way to store this information for extraction and analysis. It should investigate available technology options (Moodle or Box) for the best functionality. Workgroup members include Chair Randall, Associate Provost Lindsay, and Camie.  
    
    
  (2) Data Analysis of current general education statistics  
  The admissions office pulled enrollment data from Banner. Professor Sala started to look at the data but found an error. It was doubling enrollment for courses that had two general education designations. The data includes the course rubric/number, but not the number of sections, or department offering the course. It would also be helpful to know whether any general education courses have waiting lists to understand whether there are access issues. Possible questions include: 1) distribution of GE courses across departments; 2) most popular courses within the GE groups; and 3) any recommendations based on the findings. Student member Daniel Parson and Camie volunteered to help.

(3) Template for GE course review feedback  
A template will standardize the way subcommittees proved feedback to instructors and chairs. The communication will communicate: 1) what’s lacking to prevent the review subcommittee form granting the general education designation; 2) clear recommendations for revision; and 3) a deadline for revision submission. Professor Wilkinson, Ametsbichler, Camie and Mary volunteered to work on the template.   
  
(4) FAQ Sheet and PowerPoint Slides (formerly Workshop Workgroup)  
This group will create a resource to aide instructors and chairs in filling out general education review forms. The FAQs should address common issues that come up during review. PowerPoint slides should address key components of successful forms including justification of course for the general education group; evidence from the syllabus and assessment materials that show the course is meeting the learning outcomes. Workgroup members include Chair Randall, and Professors Peters and Bradford.   
  
Chair Randall requested that the workgroups have updates by the next meeting.

* Chair Randall displayed the draft letter he is working on for the UPC. He asked for input and clarification. The letter should provide issues for consideration and identify potential barriers to general education innovation within the current financial and departmental structure. The general education program needs to be separated from funding issues so departments are not competing against one another. A mechanism is needed to encourage and fairly account for interdisciplinary and team taught courses. The General Education Committee has been considering these issues and would like to be involved with the conversation.
* The discussion regarding the possibility of a programming/data analytics requirement continued. Students need skills working with data to improve life outcomes long term. UM’s general education requires more credits than the MUS Core, so adding another designation would not feasible without eliminating a requirement. Most majors will resist eliminating a general education groups where their courses fit. Many majors require math courses as prerequisites, so expanding the Math requirement to Quantitative Reasoning may not result in many students taking the courses. Another option may be to include Computer Science courses in the Natural Science requirement. Our general education program needs to be simplified.

## Adjournment

The meeting was adjourned at 5:23p.m.