

MINUTES
UNC PEMBROKE GENERAL EDUCATION SUBCOMMITTEE MEETING
University Center - Room 200
September 22, 2005

Call to Order: Jane Huffman, chair, called the meeting to order at 3:30 p.m.

Members Present: Mohammad Ashraf, Carl Danis, Jane Huffman, Beverly King, Tom Leach

Members Absent: Kim Gunter

Guests: Elizabeth Normandy, Teaching/Learning Center; Susan Cannata, Academic Affairs Committee

Approval of Minutes: Minutes of April 28, 2005 approved.

Approval of Agenda: Agenda for today's meeting approved.

Old Business:

Agenda Item: Action Plan for reviewing the General Education Proposal

Huffman gave a summary of where the subcommittee was, at the end of the spring semester 2005, in terms of revising the General Education goals and objectives. The subcommittee had created a draft of revised goals and objectives and was preparing to send those to departments along with a set of directives for feedback.

Leach announced that the next Arts & Sciences department chair meeting would be held on Tuesday, October 4, and he would disseminate the draft of goals/objectives there along with the directives. He also will take these to the next Dean's Council meeting. The revised goals/objectives also will need to go out to the Physical Education department and some business instructors for comment. Eventually the draft will be sent out to all faculty—not just those who teach general education courses.

The subcommittee decided that Friday, January 13, 2006 would be a suitable deadline to receive feedback from the departments. In terms of what to include in the directives for feedback, Leach suggested that an overview would be useful; the overview would be a description of the process from revision of the current goals/objectives to the eventual assessment of general education. This would allow those offering feedback to see the connection between the goals/objectives and how individual general education courses might address and contribute to the assessment of them.

There was a discussion of the need to frame the directives in holistic terms. What is the umbrella vision for what UNCP students should take away from the general education courses and how are we going to measure this? An additional inclusion in the directives should be a rationale for why the subcommittee is initiating changes in the general education goals and objectives; the primary reasons are to make the goals and objectives more assessable, and to bring the goals/objectives in line with the needs of today's college students.

Another part of the directives should be to ask faculty to provide a rationale for any changes they would like to see in the proposed general education goals and objectives. Perhaps a matrix could be used in which one column would list the proposed goals/objectives with additional columns in which faculty could record the names of courses they teach that address particular goals/objectives, whether they would like to keep or revise each goal/objective, and the rationale for any proposed changes.

After departments receive the goals/objectives draft, individual faculty should send comments to the department chair or his/her designee who will then compile the information before sending it to the general education subcommittee.

Huffman will create a draft of the directives and send out to all subcommittee members who will then send their suggestions for revision back to her. Ashraf suggested that each member use the “track changes” feature in Word to make comments on the draft of directives.

Leach suggested that the subcommittee discuss an extended timeline for putting the new general education goals and objectives into place. The following timeline ensued from that discussion:

Fall, 2005: Send out draft of revised general education goals and objectives and ask for feedback from academic departments.

Spring, 2006: The General Education Subcommittee will collect feedback from departments and finalize the revised goals/objectives. They will then send the final draft through the university committee structure (Academic Affairs in March; Academic Senate in April).

Fall, 2006 & Spring, 2007: Academic departments will look at how to assess general education goals/objectives & how current courses line up with those goals/objectives.

Fall, 2007: Begin implementation of methods to assess general education goals and objectives.

New Business: None.

Announcements:

King will continue as general education subcommittee secretary for 2005-2006.

There is a change in the make-up of the committee for this year. Leon Jernigan and Julie Smith are no longer members of the subcommittee; Kim Gunter is a new member.

The university committee absence policy is that a committee member is allowed two absences from the meetings of a committee per year; after a third absence, the individual will be removed from the membership list of that committee.

Adjournment: Meeting was adjourned at 4:45 p.m.

Respectfully submitted,
Beverly R. King, Secretary