Grand Valley State University

*NOTES: General Education Committee*

Minutes of 4/1/2013

**PRESENT:** Kirk Anderson, Peter Anderson, Karen Burritt, Susan Carson, Alisha Davis, Emily Frigo, Gabriele Gottlieb, Brian Kipp, Jagadeesh Nandigam, Keith Rhodes, Chair, Paul Sicilian

**ALSO PRESENT:** C. “Griff” Griffin, Director, General Education, Sarah Kozminski, General Education Office Coordinator, Julie Guevera, guest speaker

**NOT PRESENT:** Gary Greer\*, Melba Hoffer

**ON SABBATICAL**: Roger Gilles, David Vessey

\* Participating in all work despite conflict with meetings

| Agenda Items | Discussion | Member |
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| **Approval of** 3-18-2013 **Minutes** |  | Motion approved with minor edit |
| **Approval of Agenda** |  | Agenda approved |
| **Julie Guevera –** **Quality initiative and our assessment** | The review of GVSU by the Higher Learning Commission (HLC), which accredits degree-granting post-secondary educational institutions in the North Central region, is approaching. Assessment practices have been put into place to demonstrate to the HLC. HLC noted the efforts GVSU had made in obtaining a system for the assessment of the General Education program. Because GVSU has had a good record with accreditation it is allowed to go through the *open pathways* route of accreditation. A quality initiative proposal is required for maintaining accreditation for the HLC. The proposal would be 4500 words, academically focused, regarding what will take the institution further along on current path or on a new path. The GVSU would like to make the new General Education changes the focus for this quality initiative project because there has been a stronger focus on assessment, in general education in particular. The proposal will be submitted in November or December. It will be evaluated by two peer reviewers. The thought is that data collection would begin January 2014. In the tenth year this project would become part of this accreditation process.This would focus on pieces from foundations, cultures, Issues. Julie is confident that GVSU is so far ahead of the curve in relation to institutions of this size. Griff and the new elected GEC chair would be creating the proposal and connecting with the GEC. |  |
| **CAP reviews and reviewing sample messages** | GEC Chair plans to email each individual faculty that has submitted a CAP. He would like the communication process to be personal and intends to insert the comments received from reviewing faculty. Questions regarding the fact that there were some CAPs that were completely unacceptable so how does the GEC proceed with this? Should CAPs receiving scores of 3s be required to revise and resubmit? The GEC cannot require a revision at this time due to the fact that there were not minimum requirements requested, only that they be submitted. GEC Chair would like to approach the CAPs in a positive light where faculty will embrace the opportunity to edit their CAP so that it will be up to par with the requirements for the General Education program. GEC member felt that GVSU is a teaching institution and that faculty should be able to decipher how they will teach and measure.  | GEC Chair will revise the letter with the intention of positive communication and good will. GEC members were willing to review revised CAPs over the spring/summer semester |
| **Select summer workshop participants** | Director compiled a list with courses that were SW will be contacted and the course in LIB will be waitlisted | P. Anderson motioned to accept the recommendations. S. Carson second. 89 approve. 0 opposed  |
| **Discussing new members and nominations** | Two weeks from today is the last meeting. We will search for the new members for the next academic year.There will be 3 new members joining GEC.  |  |
| **Chair’s Report** | Chair noted that rubrics will need to be revisited. The rubrics would be sent out today and next meeting they will be discussed. GEC members would like to review them all together. Current Chair will speak with department head to see if it is feasible to maintain his status, as there was not a current member volunteering for this position. |  |
| **Director’s Report** | Director had nothing to report at this time.  |  |
| **Adjournment** |  | 4:13pm |