

# MEMORANDUM

**TO:** Felix Ngassa, Chair of the Executive Committee of the University Academic Senate  
**CC:** C. Griff Griffin, Director, General Education Program  
**FROM:** General Education Committee—Gabriele Gottlieb, Chair  
**DATE:** December 2, 2019  
**SUBJECT:** General Education Committee Mid-Year Report

The General Education Committee (GEC) met 8 times this semester on Mondays from 2:30-4:30 p.m., and can report progress in the following areas. We moved to a combination of working online as well as meeting in person. While this has not lowered the workload of the committee, it has reduced the number of meetings.

**Curriculum:** We considered 11 course proposals, with several resubmissions. As of this writing, the GE Committee has approved six courses and is awaiting revisions on remaining five courses. Recently approved General Education courses can be found by visiting <http://www.gvsu.edu/gened/recent-changes-180.htm>.

**Assessment:** During the fall semester, we reviewed and replied to 49 Course Assessment Reports (CARs). For the review, we used a revised version of a rubric that we developed last year. We moved much of the review into smaller groups who cooperate through Google docs. Only CARs with major concerns and CAR rejections were reviewed by the committee as a whole. The quality of the CARs continues to be high. Of the 49 reviewed CARs, we only rejected one.

As a result of the overall assessment results and the quality of the CARs by faculty, the GEC decided to increase the assessment cycle of courses from three years to four years as well as reduce the number of sections assessed for courses that offer more than seven sections each year. This change, which has been approved as a Faculty Handbook revision, addresses several concerns such as the workload of faculty.

## **UAS Charges, 2018-19:**

1. Develop materials for faculty to assess the Gen Ed Skills and Knowledge Student Learning Outcomes.

We spent a considerable time this semester discussing handouts on teaching and assessing that are geared towards helping faculty with teaching the nine GE Skills SLOs. We divided the committee into different groups to work on specific Skills remotely and in the committee. So far, we are close to finalizing handouts for Oral Communication, Written Communication, Quantitative Literacy.

2. In an effort to engage more faculty in our shared governance system, prepare a mid-year progress report at the end of the Fall semester to be posted on the GEC website and disseminated to ECS/UAS and College Deans (a full report is expected as usual at the end of the year).

This report will be posted on the GE website and SHORE.

**Attendance:** The GEC met eight times. The number after the member's name represents how many meetings he/she attended during the fall semester. We did have several members who contributed remotely because of unforeseen scheduling conflicts.

College of Liberal Arts & Sciences: Abdullah Alrebh (7); Brian Bowdle (4); Brian Drake (8); Gabriele Gottlieb (8; chair); David Laughlin (7); Dennis Malaret (contributed remotely); Keith Oliver (7); Amy Stolley (8); Patrick Thorpe (7); Seidman College of Business: Dori Danko (4); College of Community & Public Service: Emily Nichols (5); College of Education: Linda Pickett (7); Padnos College of Engineering & Computing: Shirley Fleischmann (6); College of Health Professions: Erika Bailey (contributed remotely); Kirkhof College of Nursing: Kim Lohr (6); Brooks College of Interdisciplinary Studies: Rachel Peterson (7); University Libraries: Maya Hobscheid (7); Student Senate: no representative.

Gabriele Gottlieb - GEC Chair, College of Liberal Arts & Sciences  
Abdullah Alrebh, College of Liberal Arts & Sciences  
Erika Bailey, College of Health Professions  
Brian Bowdle, College of Liberal Arts & Sciences  
Dori Danko, Seidman College of Business  
Brian Drake, College of Liberal Arts & Sciences  
Shirley Fleischmann, Padnos College of Engineering & Computing  
Maya Hobscheid, University Libraries  
David Laughlin, College of Liberal Arts & Sciences  
Kim Lohr, Kirkhof College of Nursing  
Dennis Malaret, College of Liberal Arts & Sciences  
Emily Nichols, College of Community & Public Service  
Keith Oliver, College of Liberal Arts & Sciences  
Rachel Peterson, Brooks College of Interdisciplinary Studies  
Linda Pickett, College of Education  
Amy Stolley, College of Liberal Arts & Sciences  
Patrick Thorpe, College of Liberal Arts & Sciences

Ex Officio Member:

C. Griff Griffin, Director, General Education

Ellen Schendel, Office of the Provost