



To: Felix Ngassa, ECS Chair

Cc: Chris Haven, Interim Director, General Education Program

From: David Vessey, GEC Chair

Re: General Education Committee Mid-Year Progress Report for 2023-2024

Date: Dec. 4, 2023

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The General Education Committee (GEC) met 11 times in-person this semester on Mondays from 3:00-4:30 p.m. This report summarizes the work completed by GEC this semester.

### **BYLAWS**

**Teaching Expectations:** The following was added to the GEC Bylaws: “b) to provide materials to assist instructors in teaching and assessing the general education knowledge and skills goals.”

**Optimum Membership/Faculty Representation:** This was discussed, and the committee recommended that the numbers remained the same: nine (9) representatives from CLAS, and one (1) from each of the other colleges.

### **TEACHING AND ASSESSMENT MATERIALS**

**Teaching Materials:** Materials for skills goals Ethical Reasoning, Collaboration, Integration, and Critical Thinking were reviewed and approved to be posted online to aid instructors teaching courses with those skills goals.

**Exemplary CARS:** Three CARs were recommended to the director of the General Education Program as candidates to be posted online as exemplary CARs.

### **CURRICULUM**

**GE Course Proposals:** GEC reviewed five course proposals. One was tabled after communication with the unit, four were sent back for amendments, one has returned to the committee and has been approved. One was chosen as a model for other curriculum proposals.

**Digital Literacy:** GEC reviewed a winter survey about the viability of adding a Digital Literacy skills goal. The committee revised the definition and the objectives for a Digital Literacy Skills Goal and surveyed the unit heads who have courses in the Arts Foundation, the Mathematical Sciences Foundation, and Global Perspectives. The committee discussed that survey and is considering our options going forward.

## **ASSESSMENT**

**Course Assessment Report Review:** GEC reviewed and replied to Fifty (50) Course Assessment Reports (CARs). The GE committee approved thirty-nine (39) of them. Five (5) courses were placed on Probation, which requires reassessment in the next semester the courses are offered. Four (4) CARs were tabled for reconsideration next semester. Two (2) courses were multi-section assessments that received feedback, but no decision is made about certification until the other section assesses. The GEC Chair and/or GE Director communicated with two units whose courses will be reassessed to offer suggestions and recommendations for a successful assessment next semester.

**Revision to CAR Feedback Forms:** Changes were made to streamline the feedback forms and some standardized language was recommended to help reviewers provide consistent feedback.

**Revision to Course Recertification Policy:** The committee changed its recertification policy such that the first time a course either fails to complete a CAR or submits an unacceptable CAR they will receive a "Warning." They must reassess the following semester. If the next CAR is also unacceptable, they will be put on "Probation," must reassess again, and must meet with either the Director of Gen Ed or the Chair of GEC. If the CAR is unsatisfactory for a third time, the course will be removed from the Gen Ed Curriculum

## **ADDITIONAL PROJECTS**

**GE Website Revision:** The website went live during the fall semester and small revisions are ongoing.

**Review of Assessment and Enrollment Reports:** The committee reviewed and approved the 2022-23 Assessment Report and reviewed the enrollment data from 2023.

## **ECS CHARGES**

### **Charge 1: Example Curriculum Proposals:**

*Ongoing:* One proposal was selected as a model proposal.

### **Charge 2: Digital Literacy Rubric: SHORE log 1384-2023**

*Ongoing:* Completed wording of objectives.

### **Charge 3: Digital Literacy Learning Skills Objective: SHORE log 1385-2023**

*Ongoing:* Revised definition and objectives and begun targeting areas of general education where it might be successfully implemented.

### **Charge 4: Teaching Materials: SHORE log 1386-2023**

*Completed:* Uploaded to the GEC Website in Oct 2023.

### **Charge 5: GEC Website: SHORE log 1387-2023**

*Completed:* Went online and is undergoing updates as needed.

### **Charge 6: Teaching Expectations: SHORE log 1388-2023**

*Completed:* Bylaws change approved by UAS on Oct. 27, 2023.

### **Charge 7: Optimum Membership/Faculty Representation:**

*Completed:* Discussed on 11/27. The committee recommends no changes.

This report fulfills the charge of producing a mid-year progress report.

## **COMMITTEE MEMBERS**

Hsiao-Ping Chen, College of Liberal Arts and Sciences

Phyllis Curtiss, College of Liberal Arts and Sciences

Brian Drake, College of Liberal Arts and Sciences

Gabriele Gottlieb, College of Liberal Arts and Sciences

Firas Hindeleh, College of Liberal Arts and Sciences

Dennis Malaret, College of Liberal Arts and Sciences

Patrick Thorpe, College of Liberal Arts and Sciences

David Vessey, Chair, College of Liberal Arts and Sciences

Dori Danko, Seidman College of Business

Lorie Tuma, College of Education and Community Innovation

Rajvardhan Patil, Padnos College of Engineering & Computing

Chad Sutcliffe, College of Health Professions

Shelby Fredericks, College of Nursing

Maya Hobscheid, University Libraries

### **Ex Officio Members:**

Chris Haven, Director, General Education

Erica Hamilton, Office of the Provost