ITEM 1. QEP Update

Discussion: Karen Pain asked for updates on the QEP deliverables and reminded everyone about the upcoming workshops next semester. She asked everyone to present/assist with at least two workshops.

Data source: None

Action: None

ITEM 2. Name that Newsletter!

Discussion: The committee had a lengthy discussion about potential names for the newsletter as well as the format and frequency of distribution. It was decided that the newsletter will be distributed once a month and it will vary in its content. It will feature articles written by committee members, but it will also include news of events and other articles of interest. After Thanksgiving, Karen Pain will distribute some choices of names for the newsletter and the committee will have the opportunity to vote for their favorite via email.

Data source: None
Action: Karen Pain will send an email to all committee members asking them to vote for a newsletter name from a list of choices.

ITEM 3. Update of Scenario Grading

Discussion: Helen Shub reminded the members of the General Education Assessment Committee that graded scenarios are due back no later than November 8th.

Data source: None

Action: None

ITEM 4. Gordon Rule Update

Discussion: Helen Shub reported to the committee that the draft Gordon Rule policy statement was approved by the Academic Deans’ Council and is ready to be sent out to faculty for their review. There was some discussion as to possible further revisions to the statement, but it was decided that except for one small change in wording, the policy should be sent to faculty as it is currently written.

Data source: None

Action: Helen Shub will make the modification requested by the committee and then send the statement to all faculty with a survey asking for their feedback. The survey will be developed by the Office of Institutional Research and Effectiveness and approved by the Vice-President of Academic Affairs prior to being sent out.

ITEM 4. State General Education Initiative Update

Discussion: Professor Patrick Tierney reported on his experience with the statewide general education committee. He explained the legislation that is now in place and what the statewide committee will be recommending. Helen Shub described the steps that the College will be taking over the course of the next few months to address these changes. Ms. Shub explained the role that the General Education Assessment Committee will play in the process and that it will necessitate revising the year-long schedule adopted at the beginning of the year.

The College will be holding campus forums in January and February which will consist of informing the faculty about this state initiative and then giving them the opportunity to gather in round tables for discussions about our current general education philosophy and learning outcomes. The members of the Assessment Committee will be facilitators of those round tables discussions.
In discussing the changes of responsibilities for this coming year, a number of excellent suggestions were made for how to pursue the committee’s goal of implementing writing across the curriculum. A key aspect of integrating writing into the curriculum is for all faculty to possess the skills and confidence to be able grade students’ writing skills. In order to accomplish this, the committee felt that faculty should be provided with tools and resources to assist them. The following three items were identified as the best way to begin this effort:

1. The committee will develop four YouTube-type videos where each video would focus on a different aspect of writing. These videos will be available online to all faculty.
2. We will approach the English cluster and see if they would be willing to assist by helping to grade sample Gordon Rule papers for writing. This would be a way to demonstrate to non-English faculty who teach Gordon Rule courses what to look for in terms of writing competencies when they are grading their own papers. This will be discussed in greater length at a future meeting.
3. On February 19th, Professor Dan McGavin will be leading a workshop on writing for Gordon Rule faculty. We will contact media services to see if this workshop can be taped for future use with faculty who are unable to attend this session.

Data source: None

Action: Helen Shub will follow up with Professor Robin Fiedler to see if she is available to work on the writing videos for faculty. Ms. Shub will also follow up with media services to discuss the possibility of taping Professor McGavin’s workshop.

Meeting adjourned at 11:45 am.

Submitted by:

Helen Shub/Karen Pain, Scribes