

## Gen Ed DRC Meeting Minutes

Monday, May 14th, 2012

Present : Veronica Giguere (co-Chair), Cecilia Knoll, Joel Olson, Matthew Ruane (co-Chair)

MR: Contracts are submitted. \$1,500 each.

MR: Summer meeting times - MB wants us to have 6 meetings between now July 18th (which is the last possible day of meeting). If MR sends a 'doodle' to set up a meeting, please respond promptly.

Last time we were to discuss course selection for meeting learning objectives. Discussed issues regarding use of Dr. Gonzales. Currently on retainer, but not to be actively involved unless we feel he's needed.

Must bring in other departments for assessment process. We can't leave an entire college out of the assessment process (i.e. Aviation).

The 'Applied Calculus and Statistics' aviation math course might have to be one that includes a SLO assessment. Otherwise, Aviation majors might not be assessed.

While we were discussing a target of 70% of students are queried regarding assessment, we can't systematically leave out an entire specific population of the university. This brings us to another aspect, namely online courses. Right now we must develop 'course matrixes' which shows what students take which courses so that we can identify where SLO assessments can be applied to attain an appropriate cohort.

CK - Ken Lindeman is in charge of on campus and online science ed courses (physical science and life science). Assessment might be easy with the online material since all exams are administered via computer.

MR - JO might have to discuss embedded questions with Ken Lindeman.

MB said that if we have difficulty getting other departments/courses on board, we should send them to her in order to get them to participate fully.

Our matrix should generally only include courses that are 1000 or 2000 level courses.

Each committee member should put together a matrix for their own gen ed requirement.

MR - Next meeting is Wednesday, May 30th. We should at least have begun assembling the course matrixes where we show which gen ed requirements can be assessed in each course.

Other part to think about - we are on the introductory/reinforcement/mastery scale (though we might not be able to assess at the mastery level for the introductory courses we are considering). We are saying that by the time someone graduates here, they have achieved the mastery level of these gen ed requirements.

So the matrixes that we come up with should have the courses considered making up the rows, and the assessment items (that is the Ged Ed competencies) make up the columns of the matrix. Also, each item should be given two columns - one for the introductory level and one for the reinforcement level (I/R).

VG will send out an excel sheet as a standard matrix form.