GENERAL EDUCATION AND INSTRUCTIONAL EFFECTIVENESS COMMITTEE

Minutes

DATE: Monday, March 20, 2017

LOCATION: Rawl Annex 142

PERSON PRESIDING: George Bailey, Chair of GEIE committee.

REGULAR MEMBERS IN ATTENDANCE: Anna Froula, Paul Schwager, Sharilyn Steadman, Michelle Wallen

EX-OFFICIO MEMBERS IN ATTENDANCE: Jean-Luc Scemama, Becky Whitley, Ying Zhou

OTHER ATTENDEES: Josie Bowman, Mary Eppler, Mark Sprague

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ACTIONS:

The meeting was called to order by committee chair George Bailey at 2:03

The minutes of February 20, 2017 were approved.

Motion to recommend foundations science credit for ATMO1300/GEOG/1300. Passed. The Department of Geography, Planning and Environment requested that the GEIE recommend to the Faculty Senate that the credit earned by ATMO 1300/GEOG 1300 be reduced from four credit hours to three credit hours and ATMO 1300/GEOG 1300 be approved for foundations science credit.

Motion to recommend Domestic Diversity credit for NURS 4941. Passed. College of Nursing.

Motion to recommend Global Diversity credit for NURS 4614. Passed College of Nursing.

Motion to recommend PHYS 1050 for foundations science credit. Passed The Department of Physics requested that the GEIE recommend to the Faculty Senate that the credit earned by PHYS 1050 be reduced from four credit hours to three credit hours and the course approved for foundations science credit.

Motion to recommend Domestic Diversity credit for PSYC 3221. Passed.
Motion to remove the sample syllabus requirement from the application form for Foundations and Diversity credit and replace it with questions on the proposal from that provide the information previously obtained from syllabi. Passed.

Motions pertaining to the draft Survey of Student Opinion of Instruction:

Motion to recommend to the Faculty Senate the adoption of the new Survey of Students Opinion of Instruction ((SSOI form) for use each fall, spring and summer session terms, beginning first summer session 2017. Passed.

Motion to recommend to the Faculty Senate that the individual faculty SSOI report will contain quantitative results (a listing of individual student responses, frequencies and means) and qualitative results (student comments) and that the summary SSOI report will contain the frequencies and means for all questions for all sections of each course. Passed.

Motion to recommend to the Faculty Senate that at end of each fall and spring semester and each summer session, the individual faculty report and the summary course sections report of the results of the SSOI be reported to the faculty member’s course coordinator (when appropriate), department chair or school director, and college dean. The provost may access reports. Passed.

Motion to recommend to the Faculty Senate the adoption of the following "best practices" for administering the SSOI:

(a) faculty members who have students in face-to-face classes will set aside time in class for students to complete the SSOI on their digital devices.
(b) Faculty members will leave their class during the times students are completing the SSOI.
(c) Faculty members teaching online courses are encouraged to remind online students to complete their surveys when they log into Blackboard.
(d) Faculty members are encouraged to remind their students of the value and importance of completing the SSOI, stressing the anonymity of student responses, the importance of the survey, how the university uses the results, and how the faculty member utilizes the results for improvement.
(e) Faculty members are encouraged to include information on their course syllabus on when the SSOI will be administered and to provide students with instructions on how to complete the SSOI.
(f) Faculty members are encouraged to use the “Announcements” page in Blackboard to remind students of when and how to complete the surveys.
(g) ECU will indicate in the University Academic Calendar the dates each semester that the SOIS surveys are available.
(h) During the times that the SSOI is available to students, ECU will advertise the SSOI via multiple media including social media and LED screens on campus.

(i) Faculty members are encouraged to promote the informal use of the survey question at mid-term to provide the mid-term feedback and to show students that their feedback is being utilized.

(j) ECU is encouraged to increase administrative commitment to appropriate use of SOIS information.

(k) ECU is encouraged to provide workshops for unit administrators on how to evaluate teaching and the proper use of the SSOI.

The motion Passed.

Motion to recommend that the GEIE committee report to the Faculty Senate the results of the pilot study of the SSOI. Passed.

Actions taken on the draft revisions to the General Education program requirements:

Motion to approve the draft revisions of the General Education Competencies and program learn outcomes for each competency. Passed.

The above does not include the General Education vision statement and of the text that introduces and describes the ECU general education program and the introductory paragraphs that precede the list of program learning outcomes for each competency.

The committee, or a sub-committee of the committee, will meet March 27\textsuperscript{th}, April 3\textsuperscript{rd}, and April 10\textsuperscript{th}, as needed, to review and finalize the wording of the General Education vision statement and of the text that introduces and describes the ECU general education program and the introductory paragraphs that precede the list of program learning outcomes for each competency.

If the committee is unlikely to obtain a quorum at its final meeting of approve its recommendation on changes to ECU's General Education program, it will seek approval of the changes by an email ballot.

Motion: recommend to the Faculty Senate a revised Peer Review Procedures document. Passed.

The meeting was adjourned at 4:20.

Respectfully submitted,
Anna Froula, Spring Secretary