

Revised

Committee: General Education and Instructional Effectiveness Committee (GEIEC)

Meeting Date: November 19, 2018

Person Presiding: Puri Martinez, 2018-19 Elected Chair of GEIEC

Regular Members in Attendance:

George Bailey, Beth Chaney, Puri Martinez, Travis Alford, Rosa Alvarez-Bell, Debra Kosko, Maureen Ellis

Ex-Officio Members in Attendance:

John Collins, Lida Cope, Jennifer-Scott Mobley, Ying Zhou

Others in Attendance:

Kristen Dreyfus

Actions of Meeting:

Puri called the meeting to order and indicated that she asked Lori Lee to upload all documents for our committee to the GEIEC SharePoint; therefore, the committee can access the documents there for each meeting. Puri called for a motion to approve the minutes from October 15, 2018. George Bailey made the motion to approve the minutes and Travis Alford seconded. The motion passed, and the October 15, 2018 meeting minutes were approved.

Institutional Assessment Advisory Council (IAAC) update-

Kristen Dreyfus provided an update on the recent IAAC meeting. Regarding General Education Assessment, she indicated that an update on the Math 1065 report was provided, which the GEIEC reviewed last year, and that the action plan from the Math Department has been written. In addition, she mentioned that an Executive Summary is being crafted for the English Department and the GEIEC committee will see that soon. It is anticipated that all assessment findings will be reported at the Student Success Conference coming up in January. The Fine Arts and Social Sciences courses are both up for assessment, and final data collection is occurring in Health, Kinesiology, and in the Natural Sciences. These data will be compared and summarized. The response from Math and preliminary results from English will be shared with the GEIEC in January.

Honors College update -

George Bailey provided a brief update as the committee's representative to the Honors College. George indicated that the Honors College will continue to solicit faculty to submit proposals for Honors College courses as they've done in the past. The proposal requires faculty to indicate if they are requesting General Education and/or Diversity credit. The submission deadline is March 15, 2018.

Athletics Committee update -

Travis Alford provided a brief update as the committee's representative to the Athletics committee. Travis indicated that the current focus of the committee is to increase response rates on both the student exit survey and faculty athletic reports. He mentioned the discussion around the student fee increase of \$75 to help athletic programs. This will bring the total student fees to \$800, which is still low in comparison to other campuses in the system. It was mentioned that the Athletics Department is doing all they can to be as lean as possible, in order to function with the resources they have available.

Chair update -

Puri provided an update on the charge by Jeff Popke, Chair of the Faculty, for the GEIEC to review and provide feedback on the Graduate Senior Exit Survey and the Master Plan. After a follow-up conversation, it was decided that the GEIEC will not be working on the master plan; however, the committee will provide feedback on the graduate senior exit survey.

In brief, ECU decided to create their own Graduate Senior Exit Survey. The survey has been circulated, and our committee has yet to discuss, but can provide feedback for the administration of the survey in the spring.

Puri pointed out that currently there are no questions about General Education in the Graduate Senior Exit Survey. Ying Zhou suggested that we defer to the National Survey of Student Engagement, given it does include items on General Education. It is conducted every three years, and ECU benchmarks with the system schools and other schools in ECU's Carnegie classification. The final report of the NSSE data is posted on the University Dashboard – NSSE for faculty to review. Ying noted that the 2018 data will be available soon, and, as a point of interest, about 60% of seniors transfer to ECU, so they did not take general education classes from ECU.

For the November 26th agenda, Puri assigned specific committee members to review proposals that are to be discussed. She only assigned the proposals to the elected members, but plans to talk to the Chair of UCC to see if all committee participants could/should be involved.

As noted in the October meeting, Puri, as Chair of the committee, will provide information on courses that she's approved for transfer to ECU. It was decided that if the Chair is not comfortable making a decision about approving a course because the information is insufficient, that course will be put on the committee agenda. We have one to be added to the November 26th agenda. Puri talked to Novine Kros in the Registrar's Office about adopting a more streamlined process for approving transfer courses. Lida indicated she likes the idea to keep a bank of all the approvals of transfers for General Education credit. George indicated that the Registrar's office is compiling these records; he also supported an idea provided by Puri that we look into creating a webpage/form that is filled out to better streamline. Puri will report back to the committee.

New Documents for Course Proposal Reviews -

Puri created and presented a timeline for course proposals to provide to faculty seeking GE or Diversity approvals, which detailed the timeframe for proposal submissions for courses that do or do not need to go to UCC for approval. She provided a document with the dates for Spring 2019. Lida Cope mentioned that if we move toward using Curriculum, then the timelines can be incorporated into the system, but until then, Puri's document will be very helpful for faculty. Lori Lee told Puri, prior to the meeting, that if we have webpage content, it can go on the Faculty Senate website for use by faculty. Therefore, the committee agreed to post these documents, once approved.

Puri also presented a new document instructing faculty on what they need to present to the committee. It outlines what exact documents are needed, depending on the curricular actions the faculty are pursuing. The committee discussed the form, and what is being asked from faculty. The committee discussed if faculty should inform this committee if the class is a revision or a new course, and after the discussion, it was suggested that the "justification for change" line on the form be removed. Ying mentioned that under "minor revision", the committee should consider adding banking of courses and removing General Education designation for courses. Also these changes should be reviewed by the GEIEC.

Puri made a motion to approve the timeline and curricular action document, adding the banking of courses and GE credit removal under the “minor revision” section; George Bailey seconded the motion. The motion was passed with a unanimous vote.

Puri presented the guidelines/instructions created to provide faculty for course proposals. The committee discussed the instructions. Puri indicated that she and George are working on sample syllabi for all General Education areas to share with faculty. Travis noted that providing such sample syllabi on the committee website would be extremely helpful to faculty and the committee.

George Bailey discussed that each course-specific outcome must end with a note showing to which General Education outcome it relates. He indicated that faculty should not have to provide additional justification.

Puri made a motion to adopt the instruction document, as written. There was no second, so the motion did not carry.

George Bailey made a motion that the committee make revisions to the items under “Add anything you wish to say about the course...” box on the document. Ying seconded the motion, and the discussion around the revisions began among committee members. The motion did not pass; all voted “no”.

Ying made a motion to remove the red box, while moving the section stating that “the committee will approve the proposal based on substance and evidence” up in the document. Puri seconded the motion. The motion passed, with a unanimous vote.

George Bailey indicated that the committee has attempted to get faculty to use the term Course Learning Outcomes instead of using Course Objectives. Puri mentioned that the terminology will have to become aligned, as it is inconsistent with our forms and Curriculog (i.e. for Diversity Designation, the instructions use the term “objectives” versus “course learning outcomes”).

Lida Cope indicated that the wording for General Education Outcomes for Humanitiws (specifically Outcome #3) needs to be revised as it is difficult to understand. The committee did not have time to discuss this further, but Beth Chaney made note that it would be documented in the minutes. Puri agreed the committee would look at the language of this outcome at a later date.

The committee reviewed the Music in World Cultures proposal for norming purposes only, as this proposal is on the agenda for the November 26, 2018 meeting. The committee discussed the proposal, starting with the syllabus. Several suggestions for improvement were made. For example, it was noted that the syllabus did not link the General Education outcomes for the Fine Arts to the course outcomes. The syllabus did not have the General Education outcomes for Fine Arts listed. It was suggested to change terminology from objectives to learning outcomes. The syllabus does not have weekly assignments and there is no description of assignments. Each Fine Arts General Education outcome has to be linked with the course-specific learning outcome. The committee discussed the instructions to give better alignment with General Education outcomes. IPAR has indicated that they would give assistance to faculty putting together proposals. It is expected that the syllabi have course objectives written as course learning outcomes, linked to General Education outcomes.

Suggestions for Rubric Edits –

It was suggested that a checkbox be added for each area that are required in the instruction form to the rubric. Lida mentioned this edit and was asked to send this suggested edit to Puri to include on the form. Puri then asked that all committee members send comments to her about what to include in the rubric. Travis suggested edits to the instructions, and he will send that to Puri.

The committee discussed the HMG 3200: Dimensions of Tourism proposal for norming purposes only. This proposal is seeking Global Diversity designation for HMG 3200. The discussion began with the syllabus, and

it was concluded that the syllabus is well prepared and provides the committee with enough information to review the class for Global Diversity credit.

Ying mentioned that there are courses on the books right now that are getting General Education credit but should not. Through the General Education Assessment being conducted, these courses should be identified. It was suggested that the GEIEC require an up-to-date syllabus and review these courses. This will be discussed in an upcoming meeting. As part of this discussion, George mentioned that General Education courses cannot be restricted to majors.

SACS Discussion from IPAR-

Ying discussed the requirements for SACS, as they relate to courses meeting the General Education criteria. There was specific discussion around study abroad courses meeting the required standards. As stated by SACS, “it is important that institutions have criteria for evaluating courses for inclusion in the core curriculum., both to maintain adherence to the underlying rationale and to ensure the expected breadth of knowledge.”

Also, Ying read to the group the description from SACS regarding the interpretations to the Principles of Accreditation referencing General Education, which states, “Courses in basic composition that do not contain a literature component, courses in oral communication, and introductory foreign language courses are skill courses and not pure humanities courses. Therefore, for the purposes of meeting this standard, none of the above may be the one course designated to fulfill the humanities/fine arts requirement in [this standard]”. The committee discussed the importance of ensuring approved courses do not narrowly focus on skills, techniques and procedures specific to any one degree area, occupation or profession.

Next meeting: November 26, 2-4pm; December 17th meeting has been cancelled.