

## **General Education Committee Corrected Minutes**

**January 11, 2019**

### **CETES 207/Sarkeys Conference Room**

**Present**- Cathy Blackman, Travis Childs (Chair), James Dover, Sarah Janda, Marge Kingsley, Hong Li, Edris Montalvo, Kyle Moore, Karla Oty, Ali Soylu, and Mathew Van Sant.

**Absent**- Micah Coleman (student representative), Mandy Husak, Dyneisha Kornegay (student representative), Danyelle Lee, Edna McMillan, and Wensheng Wang.

**Time**- 9:34 a.m.

1. **Approval of April Meeting Minutes**

The minutes from the December 7<sup>th</sup> meeting were reviewed. There were some corrections needed. Under item 1, a verb was missing from the first sentence. Under item 4, Math Education Minor needed to be changed to Math Education Major. Under item 7, a sentence was re-written to better reflect the discussion concerning General Education assessment in Capstone courses. Sarah Janda made a motion to approve with minutes with the corrections. Edris Montalvo seconded. The motion passed.

2. **Vacancy on General Education Committee**

Regrettably, committee member and Chair-elect Marco Columbus passed away at the beginning of January. After discussion by the committee, a motion was made by Sarah Janda to leave Marco's spot vacant for the remainder of the Spring semester. When elections are held again, a special 2 year term will be made available to fill the vacancy. Cathy Blackman seconded. The motion passed.

Travis led some discussion about the need for a committee member whose term is not ending at the end of this Spring semester to volunteer to be the new Chair-elect. A volunteer and vote will be needed before the semester ends.

3. **General Education Syllabi check for Spring**

Since 2016 the committee has reviewed syllabi from General Education courses for their alignment with the proper SLO. There was some discussion about whether to continue to check syllabi. Mandy Husak (absent) was volunteered to collect the syllabi and Karla Oty's office will help compile the data for the committee to review. A motion was made by Edris Montalvo. Sarah Janda seconded. The motion passed.

4. **General Education Courses with No Data for 5 years**

Several General Education courses have not collected assessment data for 5 years. There was a lengthy discussion by the committee for the causes. Some courses haven't been offered in several years due to faculty changes or low enrollment. Some courses are just not compliant with collecting their assessment. The

VPAA's office has set a deadline for these courses with regards to their status as General Education courses. This discussion was tabled for the time being.

5. **Gen. Ed. Roundtables**

Karla Oty asked for volunteers to be a representative of the General Education Committee at roundtables scheduled for General Education assessment. So far, only one program was scheduled which Sarah Janda volunteered to attend. Karla will send emails out with other programs selected at the dates and times of the roundtables to the committee and were encouraged to volunteer to represent the committee as their schedule permitted.

6. **Update on CAAP Replacement and Writing Intensive Courses**

Travis asked for suggestions about if whether we want Departments to submit data directly the committee regarding assessment in their Capstone courses as a replacement for the CAAP exam. Karla suggested that the data, if collected, would already be in WEAVE as part of their assessment. Travis is would provide the committee an update once he received more info from the Department Chairs.

Travis plans to visit the departments or Council of Chairs to discuss ways to improve student perception of their writing intensive courses at Cameron.

7. **Adjournment**

Sarah Janda motioned to adjourn the meeting. Edris Montalvo seconded the motion. The meeting adjourned at 10:29am.