

## **General Education Committee**

### **Meeting Minutes**

**Date:** September 19, 2014

**Start Time:** 2:00 pm

**End Time:** 2:45pm

**Location:** James Union Building (JUB) Rm 100

**In Attendance:** Chris Brewer, Mark Byrnes, Nancy Caukin, Keying Ding, Aimee Holt, Brandi Holt, Yang Soo Kim, Ed Kimbrell, Brandi Lindsey, Nancy McCormick, Kari Neely, John Omachonu, Sheila Otto, Andrew Owusu, Deana Raffo, Virginia Vesper, Rachel Wilson, John Zamora.

#### **1. Welcome and Introductions**

- a. Meeting was called to order at 2:03pm by Andrew Owusu who subsequently asked each attendee to introduce themselves by indicating name and academic or administrative unit they represent.

#### **2. Committee Charge**

- a. The Committee Charge was given by John Omachonu (Vice-Provost, Academic Affairs)

#### **3. Approval of Minutes: Meeting on April 18, 2014**

- a. Minutes from meeting April 18, 2014 were reviewed and unanimously approved

#### **4. Election of Officers: Vice Chair and Secretary**

- a. Aimee Holt was unanimously voted in as Vice Chair
- b. Nancy Caukin was unanimously voted in for the position of Secretary

#### **5. Overview of General Education Subcommittees**

- a. Sheila Otto gave an overview of the two general education subcommittees, i.e., Assessment and Policies and Procedures Subcommittees.
  - i. **Assessment Subcommittee**
    - o Primary mandate is to review general education course assessment reports
  - ii. **Policies & Procedures Subcommittee**
    - o Primary mandate is to select recipient of Outstanding Teaching in General Education Award

#### **6. General Education Vision and Mission Statements – discussion on need for review/revision**

- a. Andrew Owusu indicated that it's been about 10 years since the mission statement for general education was revised. The latter point was echoed by Sheila Otto who indicated that perhaps the sub-committee should consider revisiting both the Vision and Mission Statements for general education. Andrew Owusu told members that an email will be sent out later this month to the policies and procedures subcommittee concerning review process.

#### **7. Future meeting dates for Fall 2014 (including agenda)**

- a. The next general education meeting will be on October 17<sup>th</sup>, 2014 from 2-4pm in JUB 100 (same location as Sept 19<sup>th</sup> meeting)

- i. Primary aim of meeting will be to review 4 general education assessment reports. Sheila Otto provided committee with additional context concerning the pending reports. She indicated that although the reports are sent to the Tennessee Board of Regents, they are also required as part of Southern Association of Colleges and Schools (SACS) accreditation and fall under assessment of "College-Level General Education Competencies." The pending reports are for:
  - 1. Writing (ENGL 1020)
  - 2. Oral Communication (COMM 2200)
  - 3. Math (MATH 1710)
  - 4. Critical Thinking (based on California Critical Thinking Test Results)

**8. Report on the QEP (Dianna Rust)**

- a. Dianna Rust (Chair of Quality Enhancement Program [QEP] Committee) reported on development of a new QEP initiative with a proposal draft titled "Engagement for Academic and Professional Success."
  - i. Initiative started in Spring 2014 with needs assessment (including focus groups) to determine nature and scope of intervention.
  - ii. Committee expanded in Fall 2014
- b. This initiative involves student engagement in active learning and critical reflection within and beyond the classroom using an ePortfolio to document knowledge, skills and abilities achieved.
- c. A working draft of concept paper was presented with a request for faculty feedback.

**9. Other Business**

- a. No other new business was presented

**10. Adjournment**

- a. With unanimous consent, meeting was adjourned by Andrew Owusu at 2:45pm