General Education Advisory Task Force Committee Meeting
3:00 – 5:00 p.m., Gillham Park Room, Administrative Center
Tuesday, January 5, 2010

Attending: Cindy Pemberton, Mary Allen, Julie Cheslik, Deb O’Bannon, Jolene Lynn, Kim Bray, Lynda Plamann, Cheryl Grossman, Linda Garavalia, Wayne Vaught

Absent: Marilyn Taylor, Laura Gayle Green, Paul Cuddy, Tim Timmons

I. Convene meeting – Cindy Pemberton

Updates:

Draft Proposal to AAC&U General Education 2010 Summer Institute:

Cindy Pemberton reported that she, along with Wayne Vaught and Laura Gayle Green, have worked on the proposal and the draft document will be shared with the committee. This document is forthcoming. Provost Hackett will need to review the document before it is submitted to the AAC&U.

II. Reports

Reports on Content and Process/General Education from various institutions:

Reports were given on the following institutions:

- University of Missouri – St. Louis – Lynda Plamann
- Temple University – Kim Bray

Discussion Points:

The membership briefly discussed process, and how it could be beneficial for this committee to do more research on this aspect.

Action: Members have been asked to further explore the process of general education at the institutions they reported on at this meeting. This information will in turn, be shared with the committee.

Action: Ask remaining members to give their report, and incorporate information on process.

The question was asked whether assessment was included in any of the information from UMSL. We need to have a review process built into our framework in order to see if competencies, student learning outcomes are met for students.
III. Discussion

a. Beginning the conversation – Re: Plan for spring 2010 approach to campus discussion of General Education

General Education/LAMP assessment. There is a movement to get governments to support more of a national framework on this issue. Missouri is on board. Prior to the holidays, there was clarification from a national governmental group concerning this, and Cindy Pemberton will bring this to the committee.

Action: Cindy Pemberton will ask Michael Strait to get this clarification as we need to watch what develops, however, she has not seen anything that appears to be a red flag. She has alerted Michael Strait to probe further, and get us up to speed.

Cindy Pemberton asked the committee for their input on how to formulate the conversation to the units and larger campus as a whole. A list of bulleted points was distributed to the membership with key points to start framing the conversation. Committee members were asked for comments:

Discussion Points:

Key points to help frame the conversation

- Why are we doing this?
- What are the issues?
- What are the goals of general education?
- We need to know facts – why are students switching institutions, majors. Does the switch contribute to our graduate rate of 44%? Additionally, each unit has different general education requirements. We need to state explicitly in our language to the campus community why these factors create a problem. We need to compare our institution with others and have this information available when talking to faculty.
- Assessment: The HLC recommended first year general education reform. We will see the timing on this as it affects us when the final report is provided. Further, assessment needs to be elevated across campus. We need to demonstrate that we care about faculty, and get their buy-in with assessment. They need to be part of the solution.
- As we go forward with general education reforms, we need to remind our faculty that we are all in this together, and that this is being lead by them – not by Administration.
- Outline procedure – this is when we will talk about that…, etc.
- Discuss how this impacts our students and that we need to turn it around. Get people away from how does this affect me.
PROCESS:

- Need to expend conversation across campus – How do we accomplish that? Do we have face to face meetings; do we incorporate technology?

- How did University of Nebraska at Lincoln accomplish their work on general education?

  **Action:** Cindy Pemberton will go back and look at notes from her conversation with Rita Kean.

- Because we as an institution are decentralized, committee members should have the conversation at their unit before we have the campus-wide discussion.

- We should learn from the experience outlined by the University of Illinois-Chicago. It was suggested that we look at their timeline; in fact, maybe our first goal should be to set up a timeline. Set up procedural goals.

- Ask those who have conducted reports in this meeting to investigate the timeline, processes of the institutions reviewed to help us in establishing our own steps, timeline.

  **Action:** For next meeting, committee member should go back and look at specific school, re: procedural information on revision project.

- Have good set of knowledge to disperse.

- Statement from HLC of what they expect re: GE requirements. If HLC has general education requirements, pinpoint language on low graduate rates and leaving. Use this document as reference.

- Have conversation with colleagues – what are the questions, issues?

- Provide sheet with updated goals.

- Give recommendation to Provost for framework issues re: curriculum committee to oversee general education. State what needs to be done.

  **Action:** Get numbers on graduate/transfer issues – Mary Allen

- Wait until we get facts, etc. before formal presentation. Can have 1.1 to get feedback.
For January 19 Meeting:

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsible Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Get numbers on graduate/transfer issues</td>
<td>Mary Allen</td>
</tr>
<tr>
<td>Examples of General Education processes. Bring examples from Institutions reviewed.</td>
<td>Committee members</td>
</tr>
<tr>
<td>How did University of Nebraska at Lincoln accomplish their work on general education? Look at notes from her conversation with Rita Kean.</td>
<td>Cindy Pemberton</td>
</tr>
<tr>
<td>General Education/LAMP assessment, support of national framework on this issue. Ask Michael Strait to get clarification as we need to watch what develops. No evidence of any red flag.</td>
<td>Cindy Pemberton</td>
</tr>
</tbody>
</table>

The next meeting of the General Education Advisory Task Force will take place on Tuesday, January 19 from 3:00 – 5:00 p.m. in the Gillham Park Room, Administrative Center.