Notes from the General Education Advisory Task Force meeting of April 20, 2010
3:00 – 5:00 p.m., Gillham Park Room, Administrative Center

Attending: Linda Garavalia, Wayne Vaught (co-chairs), Mary Allen, Kim Bray, Julie Cheslik, Laura Gayle Green, Jolene Lynn, Deb O’Bannon, Lynda Plamann, Tim Timmons, Marilyn Taylor

Absent: Cindy Pemberton, Paul Cuddy, Cheryl Grossman

I. Convene meeting – co-chairs, Linda Garavalia and Wayne Vaught

Linda Garavalia and Wayne Vaught co-chaired today’s meeting in Cindy Pemberton’s absence.

II. Discussion/Updates

i. Revisit the original charge to ensure that the task given to the membership has been completed.

ii. Finalize Report to the Provost

The membership revisited the charge given to this committee by Provost Hackett. The charge to the committee asks that a plan/strategy be put in place. That component will be more fully developed at the AAC&U General Education Summer Institute in June, 2010.

RECOMMENDATIONS FOR THE PROVOST

Recommendation #1: Emphasize Role of Assessment.

The committee that continues the work initiated by the General Education Advisory Task Force Committee should work closely with the Assessment and Undergraduate Curriculum Committees. The work of designing a general education curriculum ties together closely with the work of these two committees. Michael Strait, in his role as Director of University Assessment, should serve on the larger general education committee. Once the general education committee expands and discusses assessment issues, we recommend a flexible approach to measure student learning outcomes. Feedback is essential to this process, which requires buy-in and participation of all those affected.

Recommendation #2: Orientation session for new committee with members of the General Education Advisory Task Force.

Create opportunity for orientation session with new members of the committee, along with members of the General Education Advisory Task Force. New members should be directed to the General Education web page on the Provost’s page for background materials. Each member of the General Education Advisory Task force should take on the role of assisting this new membership.
**Recommendation #3: Composition of New Committee:**

Every unit has a vested interest in the general education process at UMKC. Those to include on the new committee should be as follows:

- Faculty members
- Staff members who are involved in student services
- Student Leaders
- Administrators (i.e. Michael Strait)
- Representation from professional schools
- University Libraries
- Representatives from businesses/Community Partners (business reps need to be alumni).
- Members from Advisory Boards within units.

Number of representatives:

- Elected members: The number of elected representatives should be based on the size of the unit (CAS would have more based on its size);
- Appointed: Two people to serve from every unit.

**Recommendation #4: Resources.**

Provide resources for faculty to better understand learning outcomes and assessment before general education outcomes.

This process should be inclusionary and interactive with incremental ratification of the new general education plan by UMKC faculty.

**Final report to Provost will include:**

1. Summary of activities and include next steps and recommendations
2. Examples of research (University of Nebraska, the flow chart from the University of Illinois-Chicago, Temple University and the Philadelphia Experience);
3. Our Rationale
4. Guiding Principles
5. An overview of meetings with UMKC faculty, students and academic advisors concerning general education.
6. AAC&U Proposal

**ACTION:** Add recommendations and next steps to summary. Mary Allen will draft recommendations and send to membership, track changes.

**III. Focus Groups:** Share feedback on progress made, re: discussions with the faculty, students and advisors
ACTION: For the report to the Provost, Task Force members should send bulleted summary from their meetings with faculty, students and academic advisors to Mary Allen describing how the meetings went. Send this information to Mary before April 30 (leeway given to those with faculty meetings late in April). This information will be collected to include in the report to the Provost.

Additional Discussion Points from April 20 meeting:

Another topic for discussion for general education is the need for pre-requisites or pre-screening, i.e. math, reading comprehension. We need to provide appropriate support for students.

- Appropriate pre-requisites for classes
- Knowledge prep
- Early warning system

What is the role for schools without an undergraduate curriculum? Involvement from professional schools is important, but what does it mean?

Learning Assessment Component. This is something that can be discussed further at the summer institute in Vermont.

NEXT MEETING – May 4, 2010, 3:00 – 5:00 p.m., Gillham Park Room

PLEASE NOTE: The May 4th meeting will be the FINAL MEETING of the General Education Advisory Task Force Committee.