

SUNY Broome General Education Committee Meeting Minutes

Thursday, December 6, 2018

3:00 pm – 4:30 pm

Decker 217

Voting Members Present: K. McLain, B. Dawe, P. Evans, K. Moyer, S. Ohl, C. Tokos

Non – Voting Members Present: S. Adanu, D. Berchtold, A. Haggerty

- I. **Call to Order: 3:05 pm**
- II. **Review and approval of 11/15/2018 Minutes** 1st C. Tokos 2nd K. Moyer 4/0/0
- III. **Course Proposals/Revisions**
 - a. No new courses to review at this time.
 - b. Course SLO Revisions going through SLO Revision Committee:
 - i. ANT111, ANT112, ANT113, HIS103, HIS131, HIS104, HIS116, HIS117, SOC110, SOC111, SOC220, SOC230, SOC250, ECO110, ECO111, PHI102, PHI201, POS201, POS203, POS204, POS205, POS210, BIO117, BIO131, BIO132, MAT124, MAT130, MAT136, MAT181, ENG110, ENG110S, ENG111. *Please note, the LA courses have previously been reviewed and approved by GEN ED. Other courses listed are for conversation only as they are being reviewed officially via the SLO Revision Committee.
 - ii. BIO117 Principles of Biology reviewed.
 1. K. McLain – feedback is needed.
 2. S. Adanu – need to get to Middle States standard.
 3. S. Ohl – need to deliver what we say we are going to do – educate students and that they know certain things – what did you learn – delivering what you say your going to deliver – need feedback to - monitor retention – missing deadlines?
 4. A. Haggerty – should be pro-forma – should process be changed for Curriculum Learning Outcomes – no stage for this – comes at final compliance – does not work – needs to be thought through and changed.
 5. K. McLain – clean up student outcomes – SLO’s starting to change.
 6. A. Haggerty – process is not being followed, a compliance issue. Process needs to be established.
 7. S. Ohl – weak link -guidance for SLO’s is not there.
 8. A. Haggerty – complete membership took two years. Logical feedback needed for SLO’s – understanding Middle States. Full-compliance for Middle States, a golden opportunity to get things in order and do this.

9. K. McLain – GEN ED and Curriculum Committee gets SLO's reviewed. Barriers need to go away in the process. Need people to review SLO's
10. A. Haggerty – Chief Academic Officer sets the policy.
11. K. McLain – revised SLO process: BIO117, BIO131, BIO132
12. S. Ohl – process management, this is really good.
13. D. Berchtold – is “Recognize...” enough for SLO.
14. S. Adanu – will you be able to measure.
15. D. Berchtold – so test for “recognize”.
16. K. McLain – different sets of data to measure outcome.
17. S. Ohl – as long as you are measuring the outcome, it's good.
18. K. McLain – collecting data – design questions to limit collection of data – limit data. Specific relevant questions to measure in data collection – captures one thing – fulfills the SLO.
19. S. Ohl – need relevant question and documentation.
20. S. Adanu – Nuventive – ability to document assessment – load questions as examples.
21. S. Adanu – each faculty needs to keep documents for Middle States.
22. S. Ohl – administrative.
23. K. McLain – Deans are getting copies.
24. S. Ohl – Administration needs to survive a Middle States audit.
25. S. Adanu – does not take time to do it – to load into Nuventive.
26. A. Haggerty – you are assigning yourself more work when you are creating your SLO's – consolidate with one word – then can eliminate a learning outcome – LO. There are seven course SLO's for BIO131 – drill down to unnecessary level if they wish to do this. I have no objective – revision if they don't wish to do this – I look forward to their detailed report.
27. S. Adanu – give example to faculty.
28. K. McLain – MAT124, MAT130, MAT136, MAT181 – same format for all courses – H. Bartlett's method works best because based on GER outcomes – use action-oriented verb for SLO's – “Demonstrate understanding...”. Cut and paste into form – make it easy – as long as it maps grammatical error because this info goes into the course catalog.

IV. **Updates**

- a. SUNY Conversations with Program Reviewer 11/20/2018.
- b. Revised SLO Process: Updates on Procedure.
- c. Nuventive updates/assessment Facilitator updates.

- i. A. Haggerty – Nuventive ready to go at beginning of semester. H. Bartlett does a good job on assessments of SLO's – he does it right online, so they are graded automatically – exemplary.
 - d. SLAC updates: Andrew Haggerty, SLAC Chair – next meeting 12/07/2018.
 - i. Debbie Moeckel, Program Reviewer and SUN – challenge is to train faculty – placed in SLAC for help – outreach for campus. Inconsistent Program Review – Nuventive will make it easy for general training for campus.
- V. **New Business**
 - a. Assessment Plan/Map Updates Received from Campus for the Revised Gen Ed Program List
 - b. Review of Academic Affairs Initiatives Assessment Data Review (cont.)
 - i. K. McLain – wants feedback for Convocation – for Academic Affairs Initiatives
 - c. Meetings for next semester on Thursdays 3 – 4:30 pm Decker 217.
 - i. 2/21, 3/7, 3/21, 4/4, 4/25, 5/9, Friday 5/17 – electronic vote if needed – no physical meeting this week.
- VI. **Call for New Business**
- VII. **Adjournment** 4:39 pm

Respectfully submitted by Patricia Evans, Secretary