

SUNY Broome General Education Committee Meeting Minutes

Thursday, November 1, 2018 3-4:30 pm Decker 217

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

Non-Voting Members Present: Dr. Michele Snyder, S. Adanu, D. Berchtold

- I. Call to Order: 3:04 pm
- II. Review and approval of Minutes from 10/18/18. P. Evans 1st, K. Moyer 2nd (5/0/0)
- III. Course Proposals/Revisions: No new courses.
- IV. Updates:
 - a. Waiting to hear back on memos to Dr. Battisti from CC, SLAC, Gen Ed; regarding new CC process for SLO revisions 10/25/18.
 - i. A. Haggerty – if faculty are non-compliant, they are required to assess courses. New process for SLO revisions has been endorsed by majority of campus and is viewed as an improvement.
 - b. Nuventive updates/Assessment Facilitator updates: A. Haggerty – Curriculum Committee approved SLAC document, SLAC approved document to formalize exemption for courses – waiting for Dr. Battisti to respond – inactivating or deactivating a course -analyzing this policy. SLAC – expand responsibility and centralize process, this solution sent to F. Battisti, waiting for response.
 - A. Haggerty – CAI – Chairs and faculty want more useful rubric for program review that is geared towards Middle States. SLAC reports regularly to CAI – in both bylaws. Nuventive – Chairs and Coordinators are ready to go, set up next round of trainings for changing outcomes.
 - P. Evans – efficiency with outcomes to cover course.
 - S. Adanu – provide enough outcomes to cover course material.
 - A. Haggerty – Fast Forward courses and Middle States – these must be assessed as college-level courses; cannot be assessed by Regents scores; college level practices remain for assessment.
 - S. Adanu – a change – Middle States will be checking in Spring 2019 for high school teachers’ credentials, largely in Liberal Arts and mostly Gen Ed. F. Battisti, CAI, Dean, Chairs, and Andrea Roma (Fast Forward) are aware of these changes. Chairs – Online and Fast Forward courses are added to Nuventive; using assessment data to get concrete results.
 - c. SLAC updates: Andrew Haggerty, SLAC Chair – all have been discussed. Upcoming meetings held in NSC 207G 11:00 a.m. Fridays: 11/9, 12/07

V. New Business

- a. Assessment Plan/Map updates received from campus for the revised Gen Ed Program List.
 - i. K. McLain – Memos sent to Deans – Dr. Michael Kinney, Beth Mollen, Dr. Michele Snyder for progress on Gen Ed Assessment Plans from Revised Program List.
 - ii. Discussion of SPK course related to inclusion of both writing and oral communication: A. Haggerty – this could be built into Blackboard –to keep assessments simple – use automation and require students to take an exam.
- b. Curriculum Committee process revision – complete.
- c. Review of Academic Affairs Initiatives assessment Data Review.
 - i. B. Dawe – if faculty do not answer accurately – an issue.
K. McLain – who is looking at outcomes before form is filled out – S. Adanu asks as well.
S. Adanu, S. Ohl – good that we have a collective voice and evolve – need a process and structure.
K. McLain – look at data on the big screen for *Book Discussion Series and Film Series*, attendance is not a good goal.
S. Ohl – need a benchmark or “it’s all fluff.”
S. Adanu – referencing old strategic plan.
K. McLain – results should connect to goal.
S. Adanu – a disconnect with goal; where is the data – did they increase attendance – why are they coming to the event – what are the learning outcomes.
K. McLain – develop a survey to ask for feedback - what would you like to see – what did you learn – goal should be meaningful exchange.
S. Adanu – as a group let’s look at feedback possibilities. Suggested learning outcomes include a diverse global culture based on rubrics, distribution of readings with a rubric for content, and sharing learning experiences with journals that are documented.
A. Haggerty – suggests actual discussions asking, “What did you find out?” Keep it simple. Student’s responses collected from discussions, this provides evidence and reaction to extracurricular activity, could be Extra Credit work. Embed, do not add on for assessment. Students could speak, then keep a record of discussion on audio equipment. This is a more likely buy-in, the benefit being “tag lines” for advertising this activity. Records of open reading including what the students say about reading. Common Cards – another idea for built-in assessments – again, do not ask for additional material, evidence can be embedded and produced from within.

K. McLain – a series of steps, great – saves faculty from not doing it the right way or not saying it the right way.

P. Evans – what is the intention.

S. Ohl – yes, intention.

S. Adanu – broad goals; learning outcomes are driven by measurable goals, how do we meet goals, need a benchmark, for example 5%; and how do we assess – how is goal measured – are we making progress?

S. Ohl – someone must take responsibility to collect data.

K. McLain – if we want to change how individuals are learning, then what is the learning outcome, then must be measurable written in a specific measurable way.

B. Dawe – still connected to strategic initiatives – less than rigorous but more and achieve enlightenment.

S. Ohl – guidelines should be learning outcomes, it helps more with structure

S. Adanu – what is the intended learning outcome for this program? What is this intended LO for this program? Students will do what, with this topic? How are you going to record that?

A. Haggerty – what are students doing? Say to faculty, do you keep minutes? If not, please do. Do you review, to stay on topic? How do you know if students have processed information?

S. Ohl – What are you trying to accomplish?

A. Haggerty – Why are you here?

K. McLain – Convocation is a big one, need more specific feedback, provide suggestions – it relies on students to attend. Assessment for faculty – what did you have them do?

A. Haggerty – Convocation is commended by Middle States.

S. Adanu – I. Byrnes asks faculty for data – what did you find? Link this to Gen Ed. Get feedback now so new form can be created for Convocation.

VI. Call for New Business – none.

VII. Adjournment at 4:35 pm.

Respectfully submitted by Patricia Evans