

SUNY Broome General Education Committee Meeting Minutes

Tuesday, October 17th, 2017 3-4:30 pm

Location: NSC 207-G

Voting Members Present: S. Ohl, E. Heard, P. Evans, E. Brand, K. McLain

Excused: J. Prindle

Non Voting Members Present: R. Hagerman, S. Adanu, A. Brandt

- I. Call to order: 3:05 pm
- II. Review and approval of minutes (10/3/17) P. Evans 1st, S. Ohl 2nd, E. Brand Abstains (4/0/1)
- III. Course Proposals
 - a. CST 109 (Professor Peggy Sniezek)

Assessment plan has been updated. R. Hagerman has suggestions for future submissions. Each Course SLO should be associated with specific SUNY SLO and BCC ILO. The Gen Ed committee will work on a revised template for inclusion in the Gen Ed. application.

E. Heard 1st, S. Ohl 2nd Send the course to F. Battisti for approval.

S. Ohl calls for further discussion of the assessment plan structure. S. Adanu suggests that the most recent template is sent to proposers in the future.

Vote: (4/0/1)
- IV. Updates
 - a. Update to course proposal process (addition of SLAC review of assessment plans)

An email was sent to the committee. A suggestion was made regarding tie votes.
 - b. Curriculum Committee response to Gen Ed request

Suggestion was to send a tie vote to curriculum committee for tie breaking. Curriculum committee prefers to remain uninvolved in the Gen Ed. process. Several alternatives were proposed. The most logical is to go back to the democratic rules of order, which state, a tie vote does not move forward as it has not passed. Whatever issue is holding the approval should be re-addressed.

A second option is to allow the chair of the committee 2 votes in the event of a tie.

E. Brand 1st P. Evans 2nd A tie vote is a “no” vote.

S. Ohl suggests that this decision be revisited in the event that tie votes become more common.

Vote (5/0/0)

- b. Website updates

V. Unfinished Business

- a. Rubric development for assessment of courses

R. Hagerman suggests adding a box to accommodate more outcomes. It is suggested that J. Prindle and P. Evans move ahead and add Learning Outcomes in a box so that feedback can be given within each SUNY GER, ultimately supporting the Mission Statement Strategic Goals.

- b. Information Literacy & Critical Thinking competencies (discussion of memo)
 - i. K. McLain reviews with members.

VI. New Business

- a. Assessment plan update
 - i. New Assessment Mapping and Plan to be used from this point on for uniformity purposes. K. McLain will follow-up with an email electronic vote on this.
- b. Assessment discussion and workshop

R. Hagerman continued to explain the mapping process, using her course examples to demonstrate the standard SUNY Broome new and old ISLO's; and explained that the current General Education cycle is 2015 – December 2019.

Middle States are possibly moving to an eight year cycle.

Dr. Amy Brandt explains that assessment must take place at least once within the 2015-2019 cycle.

It is suggested that each department agree on SLO's to be used to assess each course, for example, five questions on a final exam; all modalities including classroom, online, and blended are required to participate. Also suggested to inform CAI and VP Francis Battisti of these recommendations.

R. Hagerman and Dr. A. Brandt explain/comment on indirect and direct assessment definitions.

R. Hagerman reiterates the importance of establishing Benchmarks for each teacher, for example: 3 out of 5 students perform satisfactorily.

Dr. Amy Brandt reminds us that the challenge is for SUNY and Middle States to work together, and if they can help and support each other, the process is successful. Moreover, if a course has been on the books and not offered for some time, it still

requires maintenance of updating SLO's, therefore deemed inefficient and the course should be removed.

K. McLain reiterates that Gen Ed courses need to be reviewed and possibly deactivated, a recommendation to CAI and SLAC.

R. Hagerman advises to be careful not to take-away Gen Ed courses from potential transfer students.

- c. Mission statement review
- d. Call for new business
 - i. No new business.

VII. Adjournment

- a. Adjourned at 4:40 pm.