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GENERAL EDUCATION SUBCOMMITTEE MINUTES

January 16, 2018

8:30 a.m. – 9:30 a.m.

Old Main – Champ Hall

Present: Lee Rickords, College of Agriculture and Applied Sciences (Chair)
Laura Gelfand, Caine College of the Arts
Konrad Lee, Jon M. Huntsman School of Business
Dean Adams, College of Engineering
Harrison Kleiner, College of Humanities and Social Sciences
Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources
Richard Mueller, College of Science
Robert Mueller, Regional Campus
Kacy Lundstrom, University Libraries
Melanie Nelson, USU Eastern
Susan Neel, American Institutions
Brock Dethier, Communications Intensive
Phebe Jensen, Humanities
David Brown, Quantitative Literacy/Intensive
Ed Reeve, Office of the Executive Vice President and Provost
Barbara Williams, Registrar's Office
John Mortensen, Student Affairs
Stephanie Hamblin, Exploratory Advising
Launa Julander for Mykel Beorchia, University Advising
Kristine Miller, University Honors Program
Amber Summers-Graham, Secretary

Excused: Shelley Lindauer, Emma Eccles Jones College of Education and Human Services
David Wall, Creative Arts
Ryan Dupont, Life and Physical Sciences
Ryan Bosworth, Social Sciences
Matt Sanders, Connections
Michael Scott Peters, USUSA President

Call to Order – Lee Rickords

Approval of Minutes – [November 21, 2017](#)

Motion to approve minutes made by Dean Adams. Seconded by Richard Mueller. Minutes approved.

Course Approvals/Removals/Syllabi Approvals

MUSC 1115 (BCA) **APPROVED**David Wall
Motion to approve BCA designation made by Richard Mueller. Seconded by Dean Adams.
Designation approved.

TEE – 2200 (BPS) **APPROVED** Ryan Dupont
Motion to approve BPS designation made by Richard Mueller. Seconded by Kacy Lundstrom.
Designation approved.

HIST 3225 (DHA) **APPROVED** Charlie Huenemann
Motion to approve DHA designation made by Harrison Kleiner. Seconded by Richard Mueller.
Designation approved.

HIST 3460 (DHA) **APPROVED** Charlie Huenemann
Motion to approve DHA designation made by Harrison Kleiner. Seconded by Richard Mueller.
Designation approved.

HIST 4822 (DHA) **APPROVED** Charlie Huenemann
Motion to approve DHA designation made by Harrison Kleiner. Seconded by Richard Mueller.
Designation approved.

HIST 4825 (DHA) **APPROVED** Charlie Huenemann
Motion to approve DHA designation made by Harrison Kleiner. Seconded by Richard Mueller.
Designation approved.

CCA – 3070 (DSC) **APPROVED** Ryan Dupont
Motion to approve DSC designation made by Ryan Dupont via Curriculum comments. Seconded by David Brown. Designation approved.

SPED 5240 (CI) **APPROVED** Brock Dethier
Motion to approve CI designation made by Brock Dethier. Seconded by Harrison Kleiner.
Designation approved.

TEAL 5560 (CI) **APPROVED** Brock Dethier
Motion to approve CI designation made by Brock Dethier. Seconded by Harrison Kleiner.
Designation approved.
Scott Hunsaker requests that the designation be retroactively approved for the fall semester.
Motion to approve CI designation retroactively made by Brock Dethier. Seconded by Harrison Kleiner. Committee approves that the designation be approved retroactively.

Business

Five-year review ad hoc committee update - The ad hoc committee has been working with Empowering Teaching Excellence (ETE) to create a professional development seminar for General Education (GE) faculty. They will complete a trial run of this seminar with a selection of faculty who are currently teaching BHU designated courses. The session will be led by experienced teachers who are very familiar with the designation rubric. They will begin with a short presentation and then open up for discussion and best practices with attendees. Professional development participants will earn digital badges, or microcredentials towards the ETE certificates. The ad hoc committee asked for permission from the GE committee to move

forward with the trial run. There were no objections from the GE committee and so, the ad hoc committee will complete the trial seminar, gather reactions from the participating faculty, and report to the GE committee on results.

There was conversation among the committee about the possibility of having department heads require their faculty to attend the GE professional development seminars. This conversation will be brought to the table again after the trial run of the seminar.

The ad hoc committee has also been researching the best way for the GE committee to accomplish five-year reviews of courses with GE designations. There was a consensus among the ad hoc committee that Canvas or some other program should be utilized to make the reapplication process easy for faculty and committee members. It is felt that review during the reapplication process should not be committee specific. Everyone on the GE committee would share the burden of the reviews and would all need to achieve a general sense of the criteria for all other objectives outside of their designation subcommittees. The U of U completes their GE reviews in this way and they have created a process that allows courses that are clearly meeting criteria to sail through the system, and those clearly not meeting the criteria get rejected. Those that are questionable come up for discussion with the whole committee at a once-a-year meeting.

The second portion of the review process conversation was about how to use student assessment data to determine if GE objectives are being met. The ad hoc committee stressed that the best way to get reliable assessment data is to bring in the experts. Extensive testing went into developing the IDEA evaluations and so the GE committee should now turn to AAA for their guidance in constructing questions in a way that will give the committee valid results and valuable assessment data.

Dave Brown created an example of questions that could be added to any IDEA evaluation without affecting the qualitative results of a survey associated with teacher performance and class effectiveness. This sort of questionnaire could also help departments to gather data on student's perceptions of how well classes are meeting GE expectations. A PDF of this example sheet is [attached](#) in the minutes. It should be noted that this was not a product of the ad hoc committee nor was it reviewed by the committee.

The ad hoc committee feels that it would be prudent to now begin conversations with CIDI and AAA to further direct how the rolling system will be built and ask them for formal reports addressing the requests of the GE committee. Lee Rickords asked for volunteers to begin this work. Lee Rickords, Harrison Kleiner, Barbara Williams, and Kacy Lundstrom have volunteered and will move forward with conversations with CIDI and AAA. This group will keep the GE committee informed of their progress.

Adjournment: 9:30 a.m.

Next meeting will be held at 8:30 a.m. on Tuesday, February 20, 2018.