**General Education Policy Review Committee**

**Minutes of the July 6 Meeting**

Present: Don Guay, John Houghton, Randy Olson, James Sage, Julie Schneider, Robert Sirabian, Greg Summers, Mary Holland.

Called to order at 1:12pm.

The minutes of June 29 were amended.

Old Business.

1. Provide feedback to HLC Academy Team Proposal.

The committee clarified that HLC is supposed to assess student learning with respect to improving student learning, whereas a Program Review will include student learning but is more than that; it’s about the consideration of assessment and needs at a program level.

The committee discussed if there might be a need for a sunset clause to re-approve courses, and how that would work. A sunset clause suggests accountability for assessment purposes. The current proposed assessment cycle is every 5 years so that might be when the sunset clause could go into effect.

Alternatively, when the Gen Ed committee suggests a course is not meeting the approved learning outcomes, that might automatically generate the need for course re-approval. Theoretically, the Gen Ed committee could take any course off the Gen Ed list at any time.

The committee discussed whether to consider course approval where any instructor could rotate into teaching that course, or to have course approval with instructor approval. The committee considered different scenarios where course approval would be contingent on the instructor and how that could cause delays during the registration of classes process as well as obstructions in other ways. The committee discussed leaving it up to each department to staff courses appropriately.

The committee discussed two aspects that the 5-year Course Portfolios for Assessment might provide: 1. course approval based on alignment with the stated narrative of the course learning outcomes, 2. Course approval based on quality control assessment of student learning.

The committee discussed how to assess that our students are learning. How to check a course alignment with the learning outcomes, and how to demonstrate student learning. The committee discussed how to provide a structured opportunity for adjustments made to courses.

The committee discussed how to create a system of informal collection of information that would provide an opportunity for small groups of faculty to talk about adjustments that could be made to courses, and to prompt faculty members into realizing what they have already done to improve their course over the years.

The committee discussed instructors submitting course portfolios to a faculty learning committee, (not the Gen Ed committee) and having the faculty learning committee report feedback to the Gen Ed committee with all instructor names removed from the report. The committee discussed the need for it to be written somewhere that course portfolios cannot be used for retention, promotion, or tenure.

Adjourned at 2:12pm.

Respectfully submitted by Mary Holland.