**MINUTES – GENERAL EDUCATION POLICY REVIEW COMMITTEE** (GEPRC)

**ROOM 110 NOEL FINE ARTS CENTER – April 14, 2011; 9 a.m.**

MEMBERS PRESENT: M. Bixby, N. Fernando, D. Guay, G. Olsen, R. Olson, J. Sage, J. Schneider, R. Sirabian, G. Summers

MEMBERS ABSENT: J. Houghton (excused)

1. D. Guay called the meeting to order at 9:00 a.m.

2. Announcements.

 G. Olsen announced that Step 5 was passed by the Academic Affairs Committee (AAC) with two friendly amendments. AAC is still discussing degree requirements, but hopes to have a proposal for Faculty Senate by next week.

3. New Business.

 Discussion of Draft Assessment Plan

 G. Summers provided a summary and background for the General Education Assessment Plan drafted by the HLC Academy Team. The Academy Team prepared this proposal over the course of two years. HLC is revising their assessment cycle which should work well and support the draft. HLC appears to be putting more weight on improvement which is good since the General Education Assessment Plan puts significant weight into assessing General Education for the purposes of making the program better.

 J. Schneider expressed a concern about the perceived increased workload that General Education assessment will bring to faculty. G. Summers stated that the draft emphasizes the flexibility in the draft for assessment so that faculty can be creative about how they will assess meeting learning outcomes in their courses. D. Guay suggested including an example course portfolio for assessment to help alleviate faculty concern about what is necessary to make a portfolio. J. Sage stated that this is the intent of the Academy Team.

 J. Sage led a discussion of form that have been prepared as part of the General Education Assessment Plan. J. Sage presented the various forms to the committee. The committee discussed each forms and made some suggestions for edits. During the meeting several editorial changes were made to the forms. R. Olson suggested that the forms need to be reworded to come from academic departments instead of individual faculty. The committee agreed that based on Step 5 that is likely to pass in Faculty Senate, that all forms regarding General Education have to be worded to originate in academic departments. J. Sage agreed to revise the forms for the next meeting.

 The committee discussed making these forms electronic for faculty to use. G. Summers is working with IT to design these forms. For the fall 2011 semester, it is likely that faculty will have to use printed forms since the electronic forms will not be ready for widespread use.

 For the next meeting:

 J. Sage will update the course forms for discussion. The committee will provide feedback to the HLC Academy Team on the General Education Assessment Plan by April 28th. Step 5 will be on the Faculty Senate agenda for approval on April 20th. The committee will continue discussion of forms at the next meeting.

5. The meeting was adjourned by general consent at 10:45 a.m.

Minutes Recorded by: Don Guay, secretary of the day