

**General Education Meeting  
August 24, 2004  
Unapproved Minutes**

Present: Gretta Handke, Jim Rife, Richard Liebendorfer, Johnson Afolayan, Ron Nickerson, Chair, Kellian Clink, scribe.

- 1) We were welcomed back.
- 2) The last minutes from last year were approved (April 1, 2004).
- 3) We had a multiple point discussion on Assessment.
  - a) We all agreed the gathering of people involved with GECCIG 7 (Human Diversity) went well last spring. Members will review the notes of that gathering before the next meeting so we can review, edit and distribute the notes.
  - b) We will be writing responses to the GECCIG reports we have received to date. Members agreed to write first drafts of our response as follows: Gretta Category 5 (History and Social and Behavioral Sciences); Kellian Category 7 (Human Diversity); and Ron 9 (Ethical and Civic Responsibility). We agreed that we'd work on these at Academic Affairs as we have done in the past with GECCIG reports.
  - c) We will arrange to have a series of global meetings on campus to discuss the General Education Assessment Process in the spring as we come to the close of first round of assessment reports outlined in the university's General Education Assessment Plan. We will stagger them to accommodate different faculty schedules. We hope to generate a short report to assess the assessment process overall and make recommendations that may be appropriate for improvement of the process for the next round of General Education Assessment.
  - d) We will invite Traci Pellet to a future meeting to discuss the work that he has been doing on developing a computer-based approach to generation of assessment reports and its potential applicability to the General Education assessment process.
- 4) We discussed the need to establish and publicize reasonable deadlines so that we can deal with course proposals in a timely manner and minimize faculty frustration when course proposals are submitted late in the year and not acted upon.
- 5) We will meet with Don Larsson to talk about our role in writing our part of the HCL document.
- 6) Ron reminded us that we had decided last year that Gen Ed will meet **Wednesdays at 3 PM** this year. Place to be determined.
- 7) Next Meeting Wednesday September 1, 2004, 3 PM, History Department Conference Room, Armstrong Hall.

Respectfully submitted,

Kellian Clink