



**General Education Committee  
Minutes**

February 16, 2021

**Present:** Tien Chih  
Melinda Tilton  
Josh Hill  
Mara Pierce  
Brian Gurney  
Tami Haaland (ex-officio)

Bernie Quetchenbach  
Jason Comer  
Emily Arendt  
Leanne Gilbertson  
Lance Mouser  
Laura Gittings-Carlson (ex-officio)

**Absent:** Matt Queen  
Jeff Willardson\*  
Megan Thomas\*

Randi O'Brien  
Cori Day\*

\*excused

**Guests:** Anne Cole  
Kathleen Thatcher

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Melinda Tilton called the meeting to order at 3:03 p.m. via Webex.

I. ACCEPTANCE OF MINUTES

The minutes of January 19 were accepted as presented.

II. DISCUSSION/ACTION ITEMS

**A. Information & Updates**

Regarding the A&SC 111 project, they do not yet have the green light from the Provost to proceed.

Ms. Tilton greatly appreciates everyone who took the time to look at the materials posted on Box and give ideas.

**B. Gen Ed Artifacts Collected Fall 2020 (and Syllabi Spring 2020)**

The GEC members need to review what was submitted by departments. We will check (1) the Gen Ed Purpose Statement is on the syllabus, (2) the Gen Ed category outcomes are on the syllabus, and the Committee will (3) review the student artifacts. It was noted that the reviewers should, if possible, examine the assignment to see how it gives students the opportunity to demonstrate a Gen Ed outcome. Does the assignment meet, exceed, or not meet expectations? However, we did not

ask for faculty input on the assignments, so we may not have them. We can follow up as needed with departments, and then the Co-Chairs will write a letter to departments to close the loop. This is a trial run for what we will be reviewing in the future, so we need to consider what we are asking for and what we should be evaluating.

The following categories were assigned thus:

<b>Category</b>	<b>Reviewers</b>
I. A. Mathematics	Mara Pierce & Jeff Willardson
I. B. English	Tien Chih & Cori Day
I. C. Communication & Information Literacy	Bernie Quetchenbach & Lance Mouser
II. A. Life Sciences	Randi O'Brien & Brian Gurney
II. B. Physical Sciences	Leanne Gilbertson & Megan Thomas
III. A. Social Sciences	Jason Comer
III. B. History	Matt Queen
IV. Cultural Diversity	Josh Hill
V. A. Fine Arts	Melinda Tilton
V. B. Humanities	Emily Arendt

### **C. Gen Ed Program Outcomes**

It was suggested that the outcomes be grouped into four groups, based off the Purpose Statement: (1) show respect for diversity, (2) problem solve, (3) think critically, and (4) effectively communicate.

There are still plenty of things missing from our program outcomes. Perhaps personal and social responsibility should be added as an outcome or outcome group. However, something like social responsibility is actually covered by the University's mission. Also, we don't have courses in Gen Ed to meet such an outcome.

We may want to ask students, specifically, what they want from Gen Ed and what the outcomes should encompass. Survey and focus groups in the past have focused on what students think about the Gen Ed program, not what they want from it.

It was noted that we will never have the perfect Gen Ed Purpose Statement or Outcomes. It was agreed that the Purpose Statement will remain as it is. It was also agreed that the group will go forward with the four categories of program outcomes: 1) show respect for diversity, (2) problem solve, (3) think critically, and (4) effectively communicate. Further revision of program outcomes will take place online with a workshop session at the next meeting.

### **D. Strategic Planning 1.4 Update: Anne Cole**

Ms. Cole noted that the GEC has worked hard on changes, and it would be appropriate to re-name what is happening. They suggest, rather than "re-envision," that we "review and strengthen" Gen Ed. The GEC agreed with this goal.

Ms. Cole also presented a timeline (attached to these minutes) that includes what we've already accomplished.

The meeting adjourned at 4:25 p.m.  
Respectfully submitted, Rita J. Rabe Meduna.

**Sub Objective:** 1.4 Review and strengthen general education to enhance student learning.

**Theme I:** Build educational programs to meet student needs.

**Major Objective:** 1.4 Educate: Ensure a high level of effective teaching and learning across the curriculum

**Metric:** General Education assessment

**Desired outcome:** Revise general education to more clearly meet student needs and to foster: respect for diversity, problem solving skills, critical thinking skills, and communication skills.

**Resources:** Funding, IR support for survey development and data analysis, staff/faculty time

**Risks:** Compliance, potential lack of faculty buy-in, validity of data, accuracy of stated goals.

**Lead:** Dr. Leanne Gilbertson and Anne Cole

**Start Date:** September, 2019

**Finish Date:** June 2022

Task Area	Proposed Action	Deliverable Goal	Partners to Consult	Current Status 2/5/21)	Success Indicator	Target Date
<b>Review General Education Models</b>  <b>Utilize the new mission, vision, and core objectives set by the General Education Committee to create a framework for a new Gen. Ed. curriculum.</b>	Establish General Education Subcommittee to guide Strategic Plan 1.4 goals	General Education subcommittee takes leadership in developing Strategic Plan 1.4 goals.	- Collaborate with Gen Ed Committee	Completed		Start: Fall 2019  Finish: Fall 2020
<b>Audit of Current General Education Offerings</b>	1) Identify Gen. Ed. Courses not currently offered and/or with Transferability Issues  2) Share List w/ Provost/Chairs/Deans for feedback  3) Remove Gen. Ed. Courses from Catalogue	Accurate, appropriate, and manageable number of courses in course catalog for student benefit.	- Gen Ed Committee - Faculty by Dept. - Deans - Registrar - Advising	Completed		Start: Fall 2019  Finish: Spring 2021
<b>Audit of Model Peer Institutions</b>	1) Individual members of general education committee investigate general education at peer institutions  2) Create list of possible desired elements of general education from peer institutions and prioritize desired elements	1) Bring the broader general education committee into the process of examining best practices and desired areas of focus.  2) Propose desired changes to delivery of general education to Academic Senate.	-Led by Gen Ed Co-chairs -Gen Ed Committee	Near completion		Start: Fall 2020  Finish: Spring 2021
<b>Identify Stakeholders</b>	1) Develop Draft 1 of MSUB Gen. Ed. Model	Create new Gen. Ed. Framework	- Gen Ed Committee			Start: Fall 2019

Task Area	Proposed Action	Deliverable Goal	Partners to Consult	Current Status 2/5/21)	Success Indicator	Target Date
	2) Collaborate with GEC/Faculty & Stakeholders  3) Draft refined Gen. Ed. 1.4 Strategic Plan for Senate		- Faculty by Dept. - Deans - Academic Senate -Provost			Finish: Fall 2022
<b>Revise and clarify Gen Ed Learning Outcomes</b>		Create learning outcomes that are easily measurable and reflect foster: respect for diversity, problem solving skills, critical thinking skills, and communication skills.	- Gen Ed Committee - Faculty by Dept. - Deans - Academic Senate -Provost	Near completion		Start: Spring 2021  Finish: Spring 2021
<b>Mapping of Courses</b>	1) Map existing (and new) courses to new Gen Ed learning outcomes  2) Updated course catalogue and map of Gen. Ed. courses	Create new Gen. Ed. Framework	- Gen Ed Committee - Faculty by Dept. - Deans - Academic Senate -Provost	Updated course catalogue and map of Gen. Ed. Courses as needed		Start: Spring 2021  Finish: Summer 2022
<b>Alignment of Course Learning Outcomes and Gen Ed Framework</b>	1) Collect Syllabi from all Gen. Ed. Courses  2) Collect sample assignment/artifacts from Gen. Ed.  3) Audit Materials for Alignment/Revision of Outcomes	Revised course learning objectives to match new General Education framework.	- Gen Ed Committee - Faculty by Dept.	1) Collection of syllabi is near completion.  2) Not yet begun  3) Not yet begun		
<b>Assessment of Gen Ed Framework</b>	1) Develop Interim Gen. Ed. assessment process  2) Review Interim Gen. Ed. assessment model	New General Education assessment process implemented	- Gen Ed Committee - Faculty by Dept. -Assessment Director	Near Completion (move this higher)		Start: Winter 2021  Finish: Summer 2022
<b>Coordination with Other Committees</b>	Work with First Year Seminar Committee to coordinate efforts	Resolve whether First Year Seminar is part of Gen Ed Core	-First Year Seminar Committee -Gen Ed Committee -Faculty Senate	Attended Webex meeting with all participants		Start: Spring 2020  Finish: Fall 2021
<b>Improving Transferability</b>	Identify Transferability Issues for Students Entering MSUB	Increased ease of transferability for students interested in coming to MSUB	-Gen Ed Committee - Registrar	Not yet begun (We discovered that MSUB has not devoted resources to updating Banner for incoming		Start: Fall 2021  Finish: Summer 2022

Task Area	Proposed Action	Deliverable Goal	Partners to Consult	Current Status (2/5/21)	Success Indicator	Target Date
				students to identify transferability of courses to Gen. Ed. core)		
<b>Training in New Gen Ed Program Outcomes</b>	1) Training seminar(s) on assessment 2) Faculty/Staff Focus Groups on Gen. Ed. Issues	Successfully implemented revised and strengthen Gen. Ed. Framework	- Gen Ed Committee - Faculty by Dept.	Not yet begun		Start: Fall 2021  Finish: Spring 2022
<b>Repackage Gen Ed in Marketing, Website, and Advertising Materials</b>	Package general education in materials to help market its purpose, offerings, and benefits to students.	Senate approval of beautiful new Gen Ed Program Framework/Packaging that Inspires Us All	- Gen Ed Committee	Not yet begun		Start: Spring 2022  Finish: Spring 2022