**General Education Committee
Minutes**

October 7, 2024

Present:	Carly Waddoups	Melinda Tilton
	Tom Rust	Mara Pierce
	Jason Comer	Daniel Willems
	Daniel Charlton	Ying Wang
	Chairsty Stewart	Bryan Grove (ex-officio)

Absent:	Jennifer Lodine-Chaffey*	Paul Pope*
	Ryan Butler	Eileen Wright*
	Elijah Sneigoski (student)	

*excused

The meeting was called to order at 3:00 p.m. in LA 627.

I.   ACCEPTANCE OF MINUTES

The minutes of September 9 were accepted as presented.

II.   REPORTS

The College Experience Subcommittee
The new course will be COLS 108, and the subcommittee is working on submitting it in CourseLeaf now. COLS is from the Common Course Numbering database, for "College Success."

Updating the Communicate Effectively Rubric
The rubric has been revised by the subcommittee (Bryan Grove, Eileen Wright, and Melinda Tilton) and they plan to test it. Then, they will bring it to the Committee for approval at the November meeting.

III.   DISCUSSION/ACTION ITEMS

A. Restructure Gen Ed Program to Add New Category (I.D.), Naming that Category, and Other Edits as Needed
Access to CourseLeaf is currently down due to network issues in Bozman, so the Committee discussed the basic changes. Suggested names for the new category where COLS 108 will reside include: College Success, Complex Problems, or College Excellence.

The category learning objectives are still listed in the catalog, as well. It was agreed they should stay where they are for now.

Transfer students may not need to take COLS 108, so the following statement was included: "Transfer students who transfer in 60 or more credits are not required to take this course."

It was noted that 60 seems very high. It was suggested that the benchmark be changed to 45 instead.

A draft will be created and reviewed at the next meeting.

B. Gen Ed Course Requirement and Assessment, Department Updates
The conversations with departments went well.

C. Qualtrics Survey to Confirm Mapping of Problem Solve Courses
The question is, should we ask everyone who teaches a Gen Ed course to map their course to the program learning outcomes, or should we only ask the courses we've mapped to Problem Solve? It was noted the survey will be quick and easy to do, and if we do all courses, we shouldn't need to do a survey every year. Checking all the courses will also help ensure there isn't a course falling through the cracks.

It was agreed that all Gen Ed courses will be included (not just Problem Solve) and the Committee will review and test the Qualtrics survey before it goes out. It should probably go out after the Fall Break, on Monday, October 21.

D. Assessment of Problem Solve: Next Steps
It was agreed that the survey to confirm mapping will go out first, followed by a letter to instructors that they need to submit their artifacts at the end of this semester. This letter needs to be short and to the point.

It was agreed for the November meeting, the committee will review the results of the Mapping Survey and then approve the letter to go out sometime after that meeting.

It was proposed that the Committee do a test of the Problem Solve assessment rubric, before we put it to use with our results. Several Committee members agreed to collect some student artifacts and submit them for the November meeting. It will be helpful to discuss with members both within and outside the discipline how well the artifacts meet the assessment rubric.

The meeting adjourned at 4:07 p.m.

Respectfully submitted, Rita J. Rabe Meduna.