

# GEN ED MINUTES 1/21/22

## Committee Members

ARHU	First Year Comp	Math	HEWE	SCEN	SOSC	Nursing EMS	Faculty Chairs	Non-Voting Members
Andrew Winters	Karen Palmer (Chair)	Kyle Russ-Navaro	OPEN	George Carpenter	Tara O'Neill	Jason Ebersole	Curriculum Chair: Matt Percy  SLOA Chair: Bill Swenson	Advising: Tania Sheldahl

In attendance: Karen, Sarah, George, Matt, Andrew, Tania, Jason

Note: Kyle, Bill, and Tara in other required meetings; Tara and Kyle sent in votes on Curriculum via the voting form.

## Agenda

Welcome

Approve Minutes 11/19 – moved by Andrew seconded by Matt Approved

**Membership Update:** We still need faculty from HEWE. We were supposed to vote for a new chair in November.

Matt moved, Andrew Second, Karen will be chair next year

### Old Business:

- Kyle: MAT 141 & 142 Update?
- Recommendation for 100 vs 200 level course definition sent to Curriculum. *Matt has received this and will include in Curriculum after all curriculum has been passed.*

Yavapai courses provide content at different levels of knowledge and skill. Developmental courses (below 100-level) generally cover pre-college-level competencies and prepare students to take college-level courses; First year (100-level) courses generally cover competencies that do not require previous experience or knowledge of the subject and are often introductory and survey courses; and Second-year courses (200-level) generally cover competencies for which some previous experience or knowledge may be desirable. A 200-level course has a prerequisite course, a focus on middle to upper-level outcomes based on the YC adopted Blooms Taxonomy, OR is determined by articulation standards in the discipline to be a 200-level course.

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- World Languages Definition Updated in teams—feedback will be sent to Curtis (Andrew). Do we have an updated definition from Curtis? *Karen will reach out to Curtis.*
  - Updated Assessment Document from George—*Vote to approve Motion Andrew, Second George, Approved*
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### **Assessment to do (Tabled):**

Identify all degrees, including AAS, and make sure Gen Eds are being assessed: Dr. Ryan wants every gen ed course assessed (whether listed in the AA or AAS degree), so we need to do our best to categorize them and assess them. Updates may be made later as the process evolves. Per Liz—have exceptions for Gen Eds for AAS degrees been documented somewhere?

- Update processes in the Assessment plan to match current process-in process
- Revise Written Communication—communication, world languages (not on the plan), computers? – Have 3 different rubrics that fall under ‘communication’ – oral, written, languages? Could digital literacy fit here? Item for next Fall Assessment Day Discussion.
- Definition for world Languages—in process
- Edit the form to have the actual year (2021-22) instead of Year 1, etc.
- Is there a way to not have to upload/download every document?
- How to equalize load among faculty—Sukey had 14 students to upload. Reduce completed gen eds? Reduce total number of SWPs?
- Update e-mail to be more clear on how to handle dropped students.
- It would be better to have an actual day to do this. Maybe second half of progression day next year? That way faculty can just get it done.

*DISCUSSION: Suggestion that it is best to postpone this conversation further until the Gen Ed committee changes are finalized. Conversation about narrowing down courses that are assessed. Is just look at highly enrolled classes—ie PHI 101 vs all PHI Are assessing the 101s are more relevant? Concern expressed that, if we don't assess every course, will that run against the problem of justifying offering the courses. Reminder that we have to take time to assess changes and make sure changes work. Too much assessment too often isn't necessarily a good thing. Concern raised about HLC requirements. Assessment is up to institution, HLC only cares about the process. Is Are our students really leaving with college level writing? Gen Ed ATF showed that Universities shifting to portfolio type assessments for Gen Ed. Comment that they end up shifting back because of the work it takes to evaluate. Current feedback is mixed—some faculty are not seeing the value in the assessment process as it is. Suggestion to change the process to only have them do reflection once on all of them—Karen confirms that reflection piece is optional so faculty only have to do it once.*

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## New Business

- **Assessment**
    - SWPs from Fall due 2/1. Need to track which faculty still need to submit. 61/150 QL submitted, 89 WC submitted so far. Send out reminder...1/21, 1/24? *Karen will send out reminder 1/24.*
    - Assign teams and send out 2/4. First team member due 2/18. Second due 3/4 ??? *Sarah will help Karen assign teams. Hope to have all assessment complete prior to Spring Break.*
  - **Curriculum to approve**
    - COM 135 *Motion. Andrew Second George. Approve to delete—need to adjust pre-reqs on ENG 136 to remove ENG 100 and COM 135 as pre-reqs and add ENG 095. Approved*
    - HIS 204: *Some concern about adding I and II to the titles because some students think that means that they have to take them in order. Ie Art History Suggestion to use “To 18<sup>th</sup> Century” and “18<sup>th</sup> Century to Present” instead. Curriculum members note too many verbs in outcomes. Conversations with HIS faculty reveal concern that outcomes were created to align with an outside organization. Since the course meets Gen Ed criteria, recommendation to approve and include these issues in notes. Andrew: Motion to approve with a note advising concern about title and too many verbs in the outcomes. Second Matt Approved with notes.*
    - BHS 150 *Advising notes too many courses on Gen Ed list. Brief conversation—reminder that our job in this committee is simply to determine if a course meets the Gen Ed criteria. Andrew moves to approve. Matt Second. Approved.*
    - BHS 155; *motion from Matt to not approve due to not meeting Gen Ed criteria that a course transfer to at least one institution as a gen ed category. Second: George. Passes.*
  - **Progression Day:** Focus on AAS degrees and Gen Eds. Diane Ryan would like to limit the number of choices for students. These choices would be options that the AAS faculty feel would be most beneficial for their students in the professions they are going into. Would not decrease number of Gen Ed credits, but the number of overall choices for each option. I suggested that it might be useful to look at data regarding what courses students are actually taking.
    - *Faculty think we already did this.*
    - *Discussion about why courses are the best courses. Content faculty decided it wasn't worth it.*
    - *They did pull data and are looking at that to see what classes students are actually taking.*
  - **4 Year Degree:** Have to start with one option per HLC. Will expand once the first one is approved. This will greatly expand Gen Ed because we will need upper division courses, as well.
    - *Possible interdisciplinary degree that multiple students could funnel into. Discussion about importance of this degree resulting in a living wage.*
    - *Nursing—Dignity took over YRMC. Looking for Magnet status—majority have BSN. Also going up in tier—want to go up to Tier 2 Oncology center*
    - *Comment that we already have some good concurrent programs—hope that the new 4 year will be a new option for students.*
  - **College Council 2.0 Update/Discussion:**
    - *Gen Ed will become one of the 8 College Council committees. By next CC meeting, Diane Ryan needs to have a recommendation for membership. As an academic area with faculty primacy, the*
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*committee must be chaired by faculty and have a majority faculty membership. All current members are invited to stay. Are there any other staff who should be a part of this committee? What about students?*

- *All committee members would like to stay on the committee.*
- *Faculty notes potential conflict of interest if CC has to vote on these issues. However, since routing will be different and academic matters will be informational to the CC, probably no conflict of interest.*
- *Voting members—Need to add another advising maybe EC from Verde side*
- *Student—great input, but shouldn't be voting (per faculty) Comment that we need a student who will participate and share their views. Suggestion that an internship opportunity is created—what is involved in being a professor, what goes on in the college level. Maybe a one credit. Waive/pay tuition.*

- **Review Gen Ed Charge:** *Consider this and membership—how can/should this committee change moving forward?*

#### **General Education Advisory Committee**

a. Purpose: To oversee and promote high quality standards in the General Education Curriculum at Yavapai College.

b. Activities:

1. Select General Education Chair and pass candidate on to FS for final approval;
2. Oversee, review and evaluate revisions to criteria, descriptions, and outcomes in all General Education categories at the College and make recommendations to the Curriculum Committee;
3. Review any changes to courses listed on General Education lists and send recommendations on to the Curriculum Committee;
4. Review any changes to the General Education component of any degree offered at Yavapai College and make a recommendation to the Curriculum Committee;
5. Assist in planning, organizing, and facilitating General Education Curriculum activities on Assessment Day;

c. Membership:

- Voting: A faculty member to represent each of the state's AGEC Foundation General Education and Area Studies categories (Arts and Humanities, First Year Composition, Math, Science, Social and Behavioral Sciences, and Other categories of Communication and World Languages), two faculty members representing occupational education from two different schools or divisions and campuses, Curriculum Committee Chair, and SLOA Chair.
- Nonvoting: A representative from Student Advising, *and a representative from the Office of Student Instruction—this is not currently in the definition.*
  - d. Chair: General Education Chair: Elected by committee members the last meeting of the fall semester in the preceding academic year to serve as chair the following academic year.

- **Other New Business?**

- Meeting Adjourned 1:22 PM
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