

GEN ED MEETING UNAPPROVED MINUTES

8/20/21

Committee Members

ARHU	First Year Comp	Math	HEWE	SCEN	SOSC	Nursing EMS	Non-Voting Faculty	Non-Voting Staff
Andrew Winters	Karen Palmer (Chair)	Kyle Russ-Navaro	OPEN	George Carpenter	Tara O'Neill	OPEN	Curriculum Chair: Matt Percy SLOA Chair: TBA FA President: Jill Fitzgerald	Advising: Tania Sheldahl Curriculum Coordinator: Patti Schlosberg

In attendance: Tara O'Neill, Karen Palmer, Andrew Winters, Kyle Russ-Navarro, Liz Peters & Matt Percy.

Agenda

Meeting started at 12:15

Approve Minutes 4/16 – Minutes approved by committee

Membership Update: Josh is not on the committee anymore, and the meeting time was switched so that Nursing faculty could attend. We still need faculty from HEWE and Nursing/EMS. Since we are looking at AAS gen eds, it would be nice to have someone on the committee that has an AAS. Per the constitution, we just need 2 occupational faculty, not necessarily by school.

Summer Updates:

- Gen Ed Report 2020/2021 (can be accessed online, was submitted by Karen)
- New Assessment Coordinator, Sarah Southwick
- Gen Ed Competencies List—what is still missing: Kyle: *MAT 141 & 142 are the same class, so they both need to transfer and count for quantitative gen ed courses*, Andrew: *all PHI courses should be critical thinking*.
- Assessment Form & Updates –demo (* self-identified, Diversity Awareness includes GIH and ERG) - the Dynamic Forms process is not represented – Karen gave the committee a demonstration of how the Dynamic Form works and how it will look for instructors. The people assessing the rubrics won't have access to student or instructor names – everything is private. We are able to get average score data easily to analyze. Instructors can use what they submit for program and department review. We can send out the forms throughout the semester and give instructors time to complete the form, or we can do it during Assessment Day. Karen will send committee members the link to test the form out.
- Updated Website <https://www.yc.edu/v6/curriculum/general-ed/index.html>

We have a homepage, a committee page where we can post minutes, a resources section, an assessment page, and a page for students. Let Karen know if there needs to be any updates to this webpage. Question from Andrew re: tracking who is accessing these pages.

Assessment to do:

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— *looks good.*
- Clarify process for Assessment Day—how much time do we need? *We need to let math and science faculty know the process – Karen suggests letting everyone demo the Dynamic Form so we need around 30 minutes or so to do a breakout session.*
- Meet with Faculty impacted?
- 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?*
- Discussion

Review Gen Ed Charge: *(needs to be updated?) Take some time to look at this and decide how it should be updated before the Faculty Association meeting in January. Email your thoughts to Karen. Also: Add categories for COM and World Languages??? Maybe just Options?*

General Education Advisory Committee

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

b. Activities:

1. Select General Education Coordinator 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 and Social and Behavioral Sciences), two faculty members representing occupational education from two different divisions Schools and campuses. Nonvoting: a representative from Student Advising, Curriculum Committee Chair, and SLOA Chair.

d. Chair: General Education Coordinator: Elected by committee members the last meeting of the fall semester in the preceding academic year to serve as chair the following academic year.

Voting Members:

From FA Constitution:

“The voting status of other committee members will be determined, annually, by the faculty members of the committee.”

- Make Curriculum and SLOA chairs voting members?
 - Make staff voting members? *Karen motioned to make all members of Gen Ed voting members. Andrew seconded the motion.*
 - Discussion: *All of the committees do something different, Matt believes that the committees should have consistency.*
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- *Andrew argued that staff may have a conflict of interest and be pressured by admin. to vote a certain way. Andrew thinks that we should approve all faculty voting rights, but maybe not staff.*
 - *Karen amended the motioned to make the Curriculum and SLOA chairs voting members of Gen Ed voting members.*
 - *The motion passed.*
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Curriculum Process—faculty will have to add competency, as well as special categories, etc. Angie is in the process of adding this to curriculog.

Review A Day draft agenda for Sarah S. – *6 hours on Zoom seems like a lot, some of the background about learning outcomes may go faster than what is scheduled.*

Suggestions for Projects for Fall from April Meeting

- Gen Ed categories at YC don't match universities for transfer (UPDATE): *it would be impossible to align these with each university.*
<http://aztransmac2.asu.edu/cgi-bin/WebObjects/CEG.woa/2/wo/gnGu7tKaRlbN6OdDdgO10M/0.0.1.31.3.5.1.12.1>
- Feedback on 100 vs 200 level AH courses (200 level used to require 101 as a pre-req, but many folks are removing that criteria to make more courses available for students—Promise Program).
- Amy Stein noticed that the special categories in history course outlines show expired in 2019. Need to investigate to see if this is true across the board and update any outlines affected.
- Advising—advisors are telling students not to take classes because they are too hard? Why is this happening? Anything we can do about this to ensure students can take the courses they want to take?
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- Discussion: *Do we need to look at re-adding ENG 101 to 200 level AH courses? Is this a curriculum or Gen Ed task? According to Matt, it will happen at Senate. Per Liz, students advised to take IWR course with no ENG 101, per Andrew, students advised not to take low enrolled courses, and per Amy, students advised not to take classes deemed to difficult. Larger issue to send to Senate.*

Any other new business? *Nothing* 😊

Adjourn at 1:30pm (Liz motioned to adjourn, Matt seconded the motion)
