

Yearly Report: 2006-2007 General Education Committee

Submitted to:

Eugene Berry, Immediate Past Presiding Officer, University Senate
Donna Terbizan, Presiding Officer, University Senate
R. Craig Schnell, Provost and Vice President for Academic Affairs
Michael Robinson, University Archives

Submitted by

Larry Peterson, Chair

1. 2006-2007 General Education Committee Members:

Eric Asa(AE), David Anderson (student), Elizabeth Birmingham (AHSS), Virginia Clark Johnson (Deans & VPAA), Michael Christoffers (AFSNR), Robert Harrold (Assessment), Cierra Grondahl (student, spring semester) Catherine Haugen (Admissions), RaNelle Ingalls (Registration and Records), Jae Min Jung (BUS), Margaret Lee (PHRM), John Martin (SM), Char Myhre (Library), Larry Peterson (VPAA), Megan Schimek, (student, fall semester), Robyne Williams (HDE), Kristi Wold-McCormick (Registrar). Suzan Wolter from the Dean's office in HDE served as recorder.

2. Meetings:

The Committee met 20 times during the 2006-2007 academic year: September 11, September 18, September 25, October 9, October 16, October 23, October 30, November 13, November 27, December 4, January 10, January 24, February 7, February 21, March 7, March 21, April 4, April 18, April 25, and May 2.

3. Policy and Procedure Changes:

Blackboard:

The Committee created a Blackboard site in December with most areas open to guests except for student petitions.

Committee Structure:

The Committee evaluated the Committee structure and membership and presented its recommended revision to the Senate Bylaws to the University Senate Executive Committee on October 30, 2006. If these recommendations are adopted, future faculty members must be tenured, the representatives from the Assessment Committee, the Division of Student Affairs, and the Library will be voting members, the Associate Registrar and a representative from the Deans will be added as ex-officio members, and the representative of the Provost/Vice President will serve as Committee chair pending confirmation by the Committee..

Course Reviews:

The Committee revised the general education application forms for new courses and for the five year reviews to require faculty to submit course materials electronically.

Prerequisites:

Because of problems with MATH 104, MATH 146, MATH 165, STAT 330, CHEM 117, CHEM 117L, CHEM 121, CHEM 121L, PHYS 211, and PHYS 211L, on December 4, 2006 the Committee revised the Preamble to the Working Definitions and Essential Considerations for General Education Courses to read:

“Courses should have no pre-requisites. The only prerequisites for general education courses must be other general education courses unless the General Education committee specifically approves an exemption due to the essential knowledge required for students in the course.”

Student Petition Process:

The Committee agreed to create and maintain a history of past committee decisions and reasoning on student petitions. This may be the first step toward more formal guidelines. Ask The Committee recommended that the Registrar’s Office revise the appeal form, adding the wording “If possible, please include a letter of support from Advisor, Faculty, or Department Chair.”

The Committee approved a request from the Registrars office that they have the authority to approve any first year language class transferred in as satisfying all or part of the Humanities requirement, provided the student has earned a grade of a “C” or better in the class.

The Committee agreed that the Registrar’s office should accept student petitions with a three credit American Sign Language course as fulfilling the Humanities requirement.

4. Program Issues:**First Year Experience:**

William Slanger, Director of Institutional Research and Analysis, Samudra Kugel, graduate assistant with Institutional Research and Analysis, Carolyn Schnell, Director of University Studies, and Student President Dante Miller discussed the results of the online survey of over 1200 students about this course with the Committee in January. The Committee agreed to create a special task force to examine the NDSU data and the current national research in order to:

- Create a framework which provides a common university experience which both initiates students into university culture and into NDSU, and allows for appropriate variations based on student needs.
- Consider ways to tailor the course or provide other alternatives to meet the needs of particular groups of students, e.g. older than average, undecided, students with previous college experience, and transfer students.
- Examine to what extent parts of the course could be folded into orientation, offered as online modules, etc.
- Consider how to balance the desire of some departments or colleges to use UNIV 189 to socialize their majors with the high percentage of NDSU students who transfer between majors and between colleges.

The task force has one representative from each college, the Office of Orientation, and two students. Char Myhre represents the Library and the General Education

Committee and Carolyn Schnell serves as an ex officio member because of her expertise on the subject.

Vertical Writing:

The Committee decided that department capstone courses should not be eligible to meet the vertical writing requirement and reaffirmed its earlier decision that GE classes should be open to all students. Members of the Committee met with the Deans and with the University Chairs to explain the new vertical writing program and answer questions.

The Committee agreed that junior status should be required for all courses approved to meet the vertical writing requirement.

The Committee concluded that if disciplinary knowledge is necessary for these courses and there are not specific course pre-requisites, that students should be informed that knowledge in the discipline is necessary or they may not succeed in class. The Committee will add a line on the GE syllabus template and require this information to be added to course descriptions.

In order to facilitate implementation of the new vertical writing requirement, the Committee decided that General Education Courses that are not yet approved can be put on Curriculum Guides and identified as (pending approval) provided there is an alternative course listed.

5. Assessment:**General Education Integrated into the Major:**

The capstone course review was presented to the University Senate on October 9. There were four conclusions and recommendations:

1. Review of capstone courses should be implemented at five-year intervals as practiced for courses approved for specific General Education categories. A rubric comparable to that used for the seven General Education Outcomes has been developed to assist departments in providing information. The members of the General Education Committee charged with reviewing capstone courses should review a selection of materials to develop inter-rater reliability prior to the comprehensive review.
2. Departments (majors) will be asked to identify the appropriate capstone course or courses in the NDSU Bulletin, in their current curriculum guides, and in their Fact Sheets. Capstone courses should meet at least one of the four purposes and two of the six intended outcomes listed in the rubric.
3. Syllabi should contain an approved General Education statement that identifies which of the seven General Education Outcomes are addressed by the course.
4. Changes in which course is identified as the capstone for an individual major should be reported to the Office of Registration and Records and to the Chair of the General Education Committee before the change takes effect.

A subcommittee began working on application guidelines and materials for capstone courses, but did not complete its work.

Assessment of General Education Courses:

Larry Peterson met with the University Chairs on October 18, 2006 to discuss four options for assessing general education and to get their feedback. The four options were:

1. Institute an annual progress report to the General Education Committee from instructors of a general education courses or from the coordinators of multiple section courses. Respondents will use the format of the standard three questions from the UAC: "What did you do?" "What did you learn?" and "What will you change?"
2. Add an annual general education assessment section to the present annual unit report.
3. Include an additional section of the present five year review package for general education courses in which instructors would need to provide evidence that students are meeting the general education outcomes for the course.
4. Add an annual general education assessment section to the present annual assessment report.

Most chairs seemed to prefer the third option because it involved the least additional work.

Assessment of General Education: The UAC is currently conducting this process. Should the GEC take over this responsibility? If so, how should we organize it? We discussed incorporating assessment into the five year reviews or courses or into the annual assessment reports. Bob suggested the latter with a three year rotation of the outcomes for all departments (e.g. 1&2, 3&4, 5&6). Larry asked committee to consider the following questions for future discussion - How do we make assessment of general education more effective? Who is responsible? What should be the cycle for assessment? Should assessment reports be done – every year, 3 years or 5 years? Should the assessment be by outcomes across courses or by courses? What do we do with information, the process and feedback to make it meaningful?

6. Student Petitions:

The Committee received 37 petitions from students for waivers or exemptions. It granted 31 and denied 6.

7. Course Reviews:

Five year reviews for 37 courses from 17 departments were due on December 15, 2006. Four of those courses from two departments were dropped from the list of approved general education courses at the department's request. On March 8, 2007 the Committee sent reminder memos to the 5 departments which had not submitted five year reviews due in December 2006 for 13 courses. Departments whose courses are not received by June 15, 2007 will receive a second reminder with a copy to the Dean. Departments whose courses are not received by September 15, 2007 will receive a third reminder with a copy to the Provost.

The General Education Committee completed action on 7 new courses and 15 existing courses in 2006-2007. There are 21 courses still being evaluated or revised for further evaluation.

Approval for New General Education with Outcomes (7)

Course No.	Category	Course Title	Proposed Outcomes	Date of Senate Approval
ENGL 320	C	Business and Professional Writing	1,6	05/07/07
ENGL 323	C	Creative Writing II	1, 6	11/13/06
ENGL 325	C	Writing in the Health Professions	1,6	05/07/07
ENGL 357	C	Visual Culture and Language	1,6	05/07/07
ENGL 459	C	Research and Writing Grants and Proposals	1,6	05/07/07
MICR 354	C	Scientific Writing	1, 6	05/07/07
MUSC 100	A	Music Appreciation	6, 7	05/07/07

Course with Successful Five-Year Reviews, Approved by Senate for General Education with No Changes (11)

Course No.	Categories	Course Title	Recommended Outcomes	Date of Senate Approval
BIOL 150	S(n)	General Biology I	2, 5	11/13/06
BIOL 150L	S(n)	General Biology I Lab	2, 5	11/13/06
COMM 114	B	Human Communication	3, 4	05/07/07
ECON 105	B, G	Elements of Economics	3, 6	05/07/07
ECON 201	B, G	Principles of Microeconomics	3, 6	05/07/07
ECON 202	B, G	Principles of Macroeconomics	3, 6	05/07/07
GEOLOG 106	S(p), G	Earth Through Time	3, 5, 6	05/07/07
GEOLOG 106L	S(p), G	Earth Through Time Lab	3, 5, 6	05/07/07
HIST 135	A, D	Race in U.S. History	3, 6	05/07/07
HIST 271	A, D	Introduction to Latin American History	3, 6	04/16/07
PHYS 110	S(p)	Introductory Astronomy	5, 6	04/16/07

Courses with Successful Five-Year Reviews, Approved by Senate for General Education with Changes in Outcomes (3)

Course No.	Categories	Course Title	Previous Outcomes	Recommended Outcomes	Date of Senate Approval
LA 322	A	History of Landscape Architecture	2, 3, 6	2, 6	05/07/07
THEA 110	A	Introduction to Theatre Arts	1, 4, 6	1, 4	04/16/07
THEA 161	A	Acting I	1, 4, 6	1, 4	03/19/07

Courses with Successful Five-Year Reviews, Approved by Senate for General Education with Changes in Categories (1)

Course No.	Previous Categories	Recommended Categories	Course Title	Previous Outcomes	Recommended Outcomes	Date of Senate Approval
PHIL 215	A	A, D	Contemporary Moral Issues	3, 6	3, 6	05/07/07

Course Withdrawn from General Education List of Approved Courses—at Department's Request (4)

Course No.	Categories	Course Title	Outcomes
ENGL 342	A	19 Century American Short Story	1, 6
ENGL 343	A	20th Century American Short Story	1, 2, 6
POLS 225	B, G	Comparative Politics	3, 6
POLS 240	A	Political Ideologies	3, 6

Five-Year Reviews in Process from 2005-06 (10)

Course No.	Category	Course Title	Current Outcomes	Approved
ANTH 111	B, D	Introduction to Anthropology	3, 4	04/11/94
CHEM 117	S(p)	Chemical Concepts and Applications	2, 5	03/17/97
CHEM 117L	S(p)	Chemical Concepts & Applications Lab	2, 5	05/05/97
CHEM 121	S(p)	General Chemistry I	1, 2, 5	03/21/94
CHEM 121L	S(p)	General Chemistry I Laboratory	5, 6	05/02/94
ENT 210	S(n)	Insects, Humans, & the Environment	2, 3, 5	06/24/94
GEOG 105	S(p), G	Physical Geology	2, 3, 5	03/21/94
GEOG 105L	S(p)	Physical Geology Laboratory	2, 3, 5	03/21/94
POLS 110	B	Introduction to Political Science	3, 4	04/11/94
RELS 100	A	Introduction to Religion	1, 3, 4, 6	04/11/94

Five-Year Reviews in Process from 2006-07 (13)

Course No.	Category	Course Title	Current Outcomes	Approved
ART 130	A	Drawing I	1, 4, 6	Fall 99
COMM 112	B	Understanding Media and Social Change	1, 3, 6	Spr 02
ENGR 312	B, G	Impact of Technology on Society II	3, 6	Spr 02
GEOG 151	B, G	Human Geography	1, 2, 3, 6	Spr 02
HNES 111	W	Wellness	4, 6	Spr 02
HNES 250	W	Nutrition Science	2, 5, 6	Spr 02
HNES 270	W	Consumer Issues in Food & Nutrition	2, 7	Spr 02
HPER 100	W	Concepts of Fitness & Wellness	2, 7	Spr 02
HPER 217	W	Personal & Community Health	2, 4, 6, 7	Spr 02
MUSC 115	A	University Chorus	1, 4, 6, 7	Fall 99
MUSC 306	A	Concert Choir	1, 4, 6, 7	Fall 99
PHYS 212	S(p)	College Physics II	5, 6	Fall 02
PHYS 212L	S(p)	College Physics II Laboratory	5, 6	Fall 02

Five-Year Reviews from 2006-07: No Response from Departments (13)

Course No.	Category	Course Title	Current Outcomes	Approved
ART 210	A	Art History I	1, 2, 3, 4, 6	Spr 02
ART 211	A	Art History II	1, 2, 3, 4, 6	Spr 02
CSCI 122	R	Beginning BASIC/Visual BASIC	1, 5	Spr 02
ENGL 225	A	Introduction to Film	6, 7	Spr 02
MUSC 104	A	Introduction to Music Literature to 1825	1, 6, 7	Spr 02
MUSC 105	A	Intro to Music Literature: 1825 to Present	1, 6, 7	Spr 02
MUSC 112	A	Varsity Band	1, 4, 6, 7	Spr 02
MUSC 303	A	Concert Band	1, 4, 6, 7	Spr 02
PSYC 210	B	Human Sexuality	2, 4, 5, 7	Spr 02
PSYC 211	B	Introduction to Behavior Modification	2, 4, 6	Spr 02
PSYC 250	B	Developmental Psychology	4, 5	Fall 02
PSYC 270	B	Abnormal Psychology	4, 5	Spr 02

8. Unfinished Business:

There are seven major items of unfinished business.

1. Complete review of UNIV 189 as requested by the Provost based on recommendations from UNIV 189 Task Force.
2. Complete application guidelines and materials for capstone courses.
3. Recommend action on continuing request to have military basic training meet the Wellness requirement.
4. Plan Assessment of General Education (not just individual courses). The UAC is currently conducting this process. How do we make assessment of general education more effective? Who is responsible? What should be the cycle for assessment? Should assessment reports be done – every year, 3 years or 5 years? Should the assessment be by outcomes across courses or by courses? What do we do with information, the process and feedback to make it meaningful?