

## GENERAL EDUCATION COUNCIL

### Minutes of Meeting

4 May 2006

**Council Members Present:** Bryon Clark (Chair), Betty Clay, Jim Cunningham, Jane Elder, Steven Emge, Dick Hackett, Nancy Hill, Brad Ludrick, Linda Kallam, Shannon McCraw, John Mischo, John Topuz, Chip Weiner (*ex officio*)

**Council Members Absent:** Gleny Beach, Debra Haley, Gene Hetzel, Steve McKim, Sharon Morrison, Cherry Wilmoth

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The meeting was called to order at 2:05 by the Chair, who began the meeting by congratulating Dr. Shannon McCraw on the successful completion of his doctoral degree. The minutes of the previous meeting were distributed for perusal. Shannon McCraw moved to accept the minutes as written. Dick Hackett seconded. The minutes were approved by unanimous voice vote.

In regard to the previously discussed issue involving giving HPER general education credits for courses taken at Tinker Air Force Base, the Chair informed the Council that he had met on April 10 with Dr. Snowden, Dr. Weiner, and Dr. McMillan. Dr. Snowden agreed to send a memo to Vicki Hudson, Chair of the HPER Dept., stating that the department should review the courses from Tinker and see which courses meet the general education standards, thus allowing departmental input into the decisions.

The Chair provided the Council members with copies of the template for the General Education Assessment Report. He has met with all of the department chairs and gone over the template with them. The General Education Assessment Report will be done once a year and is due on the 2<sup>nd</sup> Friday of each September with the exception of the coming year, in which a mid-year report will be due just before Spring Break so that it can be included in the Monitoring Report, which is due June 30, 2007. The Chair asked if anyone had any modifications for the template to please e-mail them to him as soon as possible. Once any modifications are made, the template will be distributed to the department chairs.

The Council next took up consideration of the Exit Survey. The plan is to make the Exit Survey a part of the graduation check process in the Registrar's office. A computer will be made available in the Registrar's office on which the student can log on to the General Education website and complete the survey on-line at the time they have their graduation check done. A student will be allowed to complete the survey only once.

A minor modification was suggested for questions that allow the student to check more than one answer. It was suggested that the student then be asked to rank those responses according to importance. Estimated implementation is Summer, 2006. Dick Hackett moved to accept the Exit Survey and Brad Ludrick seconded. The Council approved by unanimous voice vote.

Because of the upcoming Monitoring Report, the Chair asked members of the Council who are due to rotate off if they would consider staying another year to give continuity to the process. After discussion, the Council agreed to simply call a one-year moratorium on all roster changes to the membership of the Council.

Shannon McCraw briefed the Council on the progress of the civic engagement initiative. He said that in the first meeting of the committee with President Johnson, he outlined his expectations of addressing the skills, knowledge and values of citizenship. Now we need to consider how we can incorporate that into the various disciplines. In the second meeting the committee worked on defining civic engagement and identifying best practices. Eventually input into this will be solicited campus-wide. Civic engagement will be another initiative which will be evaluated at the next accreditation visit in 2013.

The Chair reminded the Council that if they are in need of general education materials, to let him know. He also pointed out that the general education assessment is an on-going process and right now we have very little data available. Therefore, we may not yet have a true picture of the results, so he urged patience and staying the course.

The next meeting of the Council will be in the fall at the beginning of the new semester. The meeting was adjourned at 2:50.