

**General Education Committee
Minutes
February 14, 2022**

Present: A.I. Ross, Teri Walker, Michael Braunstein, Tim Hargrave, Maura Valentino, John Choi, Elaine Glenn, Peter Gray, Michael Goerger

Absent: John Neurohr, and Mike Gimlin

Guest(s): None

Meeting was called to order at 3:11 p.m.

Michael B moved to approve the February 7, 2022 minutes as amended. Maura seconded and motion was approved with one abstention.

Chairs report – Trista is working on the website. There is still information needed for the “need to know” section. Teri is working on getting that information. Teri has expanded the assessment guide for GEC review.

GE Program Assessment Process – Teri went over the GE assessment process. Michael B went to the Canvas course and there are some courses that don’t fit nicely into those (CWU 400, DHC, etc.). Teri indicated this may need to be another module added, such as “other”.

GE Program Assessment Plan – The committee went through the document and made changes to some of the questions.

Part 1: Course Level: Class Section Scheduling Details							
Assessment Question	Source	Evidence to be Collected	How Evidence Collected Demonstrates Outcome	Methods of Assessment	Methods of Collection	Methods of Analysis	Resources Needed & timeline
P1.1. How may class sections were offered in each component area?	Administration	Class sections	Number of classes by GE component area element and college.	Frequency Table and/or Histogram	Database Query	Statistical Analysis	Query initiation/ assistance Quarterly
P1.2. Where were classes offered by campus location?	Administration	Campus location	Number of classes by GE component area element and college.	Frequency Table and/or Histogram	Database Query	Statistical Analysis	Query initiation/ assistance Quarterly
P1.2a How were classes offered by modality?							
P1.2b What classes were							

offered through Running Start and College in the HS?							
P1.3. What days/times did the classes meet?	Administration	Schedule (days/times)	Number of classes by GE component area element and college.	Frequency Table and/or Histogram	Database Query	Statistical Analysis	Query initiation/assistance Quarterly
P1.4. How many students were enrolled?	Administration	Credits, schedule (days/times), class size, and student-to-faculty ratio.	Number of classes by GE component area element and college.	Frequency Table and/or Histogram	Database Query	Statistical Analysis	Query initiation/assistance Quarterly
P1.4a How many student completed the course or DFW?							
P1.5. Are enrollment capacity limits being honored?	Administration	Enrollment numbers for: 184, QR, AWI & CE	184: 20 QR: 35 AWI: 25 CE: 20 (non-major)	Frequency Table and/or Histogram	Database Query	Statistical Analysis	Query initiation/assistance Quarterly
Part 1: Course Level: Instructor – Class & GEC Re-review							
Assessment Question	Source	Evidence to be Collected	How Evidence Collected Demonstrates Outcome	Methods of Assessment	Methods of Collection	Methods of Analysis	Resources Needed & timeline
P1.6. Who were the instructors by position title?	Administration	List of instructors by rank.	Groupings per assessment year, GE component area, and rank	NA	Database Query & CWU email for each instructor	NA	Query initiation/assistance Quarterly
P1.7. How were the GE component area learner outcomes aligned with course learner outcomes and activities?	Class Instructors	-Completed GE Assessment Instructor Feedback form -Syllabus -Artifact (optional)					Instructor Time
P1.8. How well did the GE component	General Education Committee	-Completed GE Assessment Instructor	GEC Syllabus Review -	Holistic Rubric GE learner outcomes:	General Education Instructor Feedback	Statistical Analysis	GEC Review Time

area learner outcomes appear to be addressed in classes?		Feedback form -Syllabus -Artifact (optional) (review in Gen Ed Canvas course)	-Present, aligned & integrated -Present & aligned -Partially present -Absent	Drafted, pending GEC review & revision	Form: GE Assessment Summary		Annually as Needed per Assessment Cycle
Part 2: Student Level							
Assessment Question	Source	Evidence to be Collected	How Evidence Demonstrates Outcome	Methods of Assessment	Methods of Collection	Methods of Analysis	Resources Needed & timeline
P2.9. Did individual students demonstrate attainment of each General Education learner outcome?	Class Instructor	Student performance Rubric (completed in Canvas)	Performance Rating	Holistic Rubric Created an in use	Instructor Response in Canvas	Statistical Analysis	Access to rubrics in Canvas. End of each quarter
P2.10. How many students met or exceeded the criteria for each component area learner outcome?	General Education Committee	Student performance rubrics (completed in Canvas)	Performance Rating per GE component area element and per learner outcome	Frequency Table and/or Histogram	Instructor Response in Canvas	Statistical Analysis	Instructor Time End of each quarter
P2.11. How do GE students perceive their GE experience?	Students	Student Survey Results	Student Response	Survey Consider Culminating Experience related to higher education core competencies (see program level)	Student Submission	Statistical & Sentiment Analysis	Survey design & dissemination Annually (assessment years: 1,3,&5)
P2.12. What do students think about the GE program?	Students	Transcript from focus group session(s)	Student Response	Focus Group	Student attendance & participation	Sentiment Analysis	Focus group facilitation and data preparation (assessment years: 2,4 &6)

Teri provided a working example of the GE instructor assessment feedback form.

GE course level assessment (re-review) rubric – The committee will review this rubric at the next meeting.

Meeting was adjourned at 4:45 p.m.