

Valdosta State University  
General Education Council Meeting  
Friday, March 13, 2020  
9:00am-10:00am  
Nevins 1060-C

Council Members: Jane Kinney, Deb Robson, Mark Smith, Ben Westcoatt, Shani Wilfred\*  
[Absent: Aubrey Fowler, Heather Kelley, Tod Leavitt]

**Meeting Notes**

1. Core assessment reports: Summary (Fall 2016 – Fall 2019)
  - a. MATH 1113 report is missing. Ben will check for a copy of the report and forward if located.
  - b. MCL reporting structure and related course rotation discussed. Fall 2020 reporting reset for all Area C Core language courses.
2. Overview of answers to 1/9/2020 meeting questions
  - a. Should there be a consistent paragraph order? How do we address Core Assessment report uniformity in the future?
    - i. Follow format: method, meet/exceed expectations, improvements
  - b. Should we provide justification for why some courses are not summarized?
    - i. No need to provide justification. Courses that fall into multiple areas were summarized in the area where most students will take that course
  - c. Unclear modality: online/hybrid/face-to-face. Add a modality question?
    - i. The distinction is only on the Institutional Effectiveness Report and Plan.
    - ii. Good idea. Adding the question to the Core Assessment Forms will be considered.
  - d. Why not any literature classes in area C reports?
    - i. Director of Institutional Effectiveness will add reports (CHEM, BIOL, ENGL, MCL) to the review folder.
  - e. What about asking a question on the next Core Assessment report about whether changes were implemented from the previous report?
    - i. Good idea. Adding the question to the report will be considered.
  - f. Can the summary deadline be moved to 02/03/2020?
    - i. This date was confirmed by the Director of Institutional Effectiveness.
  - g. Will the Director of Institutional Effectiveness use the summary of core reports Excel table for SACs reporting or is it ok to not fill in each course - if enough information for the summaries has been collected?
    - i. The Director of Institutional Effectiveness will use the table for SACs report. Each course, for which there is a report, needs to be added to the table.
  - h. Additional information
    - i. A1 and A2 narratives should be separate?

- ii. Coordinator of General Education will prepare an Introduction (set tone for what we find and discuss, process) and conclusion (focus on what VSU is doing about it) for evidence of *General Education Assessment* (p.5)
  - iii. Core summary reporting will be an annual process -- beginning this fall.
- 3. Review GEC summary of core reports (Word file)
- 4. Review GEC summary of core reports 2016-2020 (Excel file)
  - a. Resort data by Area and in alphabetical order
  - b. Insert lines that separate each Area
  - c. Insert titles of Areas
- 5. Discussion of narrative draft
  - a. Revised due date: 04/15/2020
- 6. Other
  - a. Recommendation to require that on each report there is a discussion of whether changes proposed in previous report were implemented and the related findings.

\*ex-officio member