

Minutes of the Carolina Core (General Education) Committee Meeting

January 25, 2011
12:30-2:00 p.m.
204 Thomas Cooper Library

Members Present:

Cheryl Addy, Pam Bowers (ex-officio), Jim Burns, Mary Ann Byrnes, Helen Doerpinghaus (ex-officio), Kris Finnigan (ex-officio), Lacy Ford, Kimberly Glenn, Mary Hjelm, Gene Luna, Stuart Hunter, Carolyn Jones, Michael Matthews (co-chair), Allen Miller, Joseph Rackers, Terrie Smith, Rick Stephens, Irma Van Scoy, Jennifer Vendemia (ex-officio), Jerry Wallulis (ex-officio), Virginia Weathers

Members Absent:

Elise Ahyi (ex-officio), Susanne Hicklin, Sheryl Kline, Phil Moore (ex-officio), Patrick Nolan (ex-officio), Susan Parlier

Faculty Content Consultants Present: Erik Doxtader, Sam Hastings, Doug Meade, Ken Kelly

Faculty Content Consultants Absent: Andrew Graciano, Jerry Hackett

Handout materials:

- Agenda
- November 9, 2010 minutes - draft
- Proposed Carolina Core "Specialty Teams"
- General Education Comments received as of January 24, 2011
- Information Needed for Carolina Core course Approval

This meeting was rescheduled from January 11, when the university was closed due to inclement weather.

Mike opened the meeting with introductions of new members Jerry Wallulis (ex-officio), Professor of Philosophy and Curriculum Committee Chair for the College of Arts and Sciences, and Allen Miller (Carolina Core Committee member), Professor of Classics and Comparative Literature and past chair of the Department of Languages, Literatures and Cultures. Mike noted that since it is expected that many Carolina Core courses will originate in the College of Arts and Sciences, the courses will already have been reviewed by Jerry's committee in A&S before they are submitted for CC consideration. Allen Miller has served the committee as a content consultant for several months; his role will now be as the College of Arts & Sciences representative to the Carolina Core Committee (a position vacated by David Miller).

Mike reviewed the timeline of events planned for the next few months:

- Develop the course approval process
- Staff the Committee with sufficient experts for course approvals
- Present (at a Faculty Forum) a draft Call for Carolina Core Course proposals including forms and process; get feedback
- Report on our progress at a Faculty Senate meeting in the spring (not for formal approval, but for information and as the courtesy that we promised)

- Go live and on-line ASAP.
- Summer 2010: Begin receiving and evaluating course proposals.

Minutes from the November 9 meeting were approved with no changes.

Mike said that the proposed CC distribution requirements were approved at the December Faculty Senate meeting, after a presentation by David Miller. Mike noted that Helen had met with many faculty groups since the proposal was discussed by Faculty Senate in November, laying the groundwork for the approval vote in December. Helen noted that the concerns expressed in November seemed to indicate a distrust of the process rather than significant issues with the CC proposal, and expressed appreciation for Mike's efforts toward restoring the trust of the Senate in the CC revision process. The committee will communicate more frequently with Faculty Senate about the committee's progress.

Helen discussed a handout showing a graphic of the Specialty Teams that will be involved with approving courses designated for each of the learning outcomes, and with assessing student learning achievement of the outcomes. As indicated on the chart, each team will be chaired by a content consultant from a related discipline. Two additional members will be identified for each team. Team members will likely be faculty CC committee members; each faculty member on the CC was asked to indicate their first and second choices of teams they would consider. Although the exact time commitment required is not known, the work of the teams will include reviewing course proposals (for CC designation), and involvement with assessment of student learning outcomes. Helen suggested using an expedited review process for current general education courses and a more deliberate process for new courses.

Several comments addressed plans to assess student achievement of the CC learning outcomes:

- Course approval process should assure that course assessment is in place
- Assessment of CC learning outcomes should not be up to individual instructors; since these are institutional learning goals, they should be assessed using an institutional process
- Instructors may be asked to provide a sample of student work for assessment of student learning, samples would be collected across multiple courses that address the learning outcome of focus
- It will be useful to include, as part of the course approval process, identification of course assignments, projects that could be used for assessment
- We want to assess students' achievement of learning outcomes, not effectiveness of individual courses; want to look at student achievement in the aggregate
- Might also be useful to ask students about the extent to which a course helps them achieve the learning outcome
- CC assessment team will need to look at student achievement of a CC learning outcome across departments teaching CC designated courses; the program being assessed is general education, not the discipline that is providing the course
- While individual courses will not be the focus of CC assessment, it will be necessary to identify mechanisms to use assessment results to improve the general education program
- There may be some differences across disciplines about what constitutes achievement of a learning outcome; for example, there may be differences in defining "analytical reasoning" across program areas. Through creation of the assessment process for each

- learning outcome, faculty will help clarify expectations for an institution-wide learning goal
- Overlay courses will contribute to assessment of both learning outcomes addressed in the course

Kris distributed a draft of a document describing *Information Needed for Carolina Core Course Approval*. Kris said her office has contracted with UTS to create an online CC course approval process, and she hopes to have it operational by summer

- Several revisions were suggested about content of the form and routing process through appropriate communication and approval points, including regional campuses
- Specialty teams will use information collected on these forms to determine course eligibility for CC designation, based on content parameters drafted in the CC appendix documents
- Specialty teams will use these forms to ask faculty to identify assignments, projects, etc., that could be used for assessment of students' achievement of the CC learning outcome
- Committee members were asked to send Kris any suggested revisions; she will edit as recommended, Helen and Mike will review edits and send a draft for committee's review prior to the next CC meeting.

Mike and Helen plan to meet first with all specialty teams to discuss common elements of their work; then they will meet with each team individually to address specifics. If anyone has suggestions about the work of the teams, they should send their ideas to Mike and/or Helen.

The meeting adjourned at 2:00 p.m.

The next Carolina Core meeting will be February 8, at 12:30 in Room 204 of the Thomas Cooper Library.

Submitted by Pam Bowers.