**Mercer University**

**University General Education Committee**

**Minutes**

**October 8, 2020**

**Committee Members:** Sharon Augustine, Linda A. Mason Barber, Wesley N. Barker, Jeffrey S. Hall, Stephen Hill, Gail Johnson, Grace G. Lewis, Suzie L. Madden, Julie Petherbridge, Stanley Roberts, Kathryn Kloepper, Nannette Turner, Susan Malone, Marilyn Mindingall, Susan Codone, Kelly J. McMichael, Candace Barnett, Renee L. Hayslett, Tammy Crutchfield, Loleta D. Sartin

**Ex-Officio Members:** Susan Codone, Susan Malone, Marilyn Mindingall

**Guests**: Kelly J. McMichael

**In attendance:**

 Candace Barnett

 Tammy Crutchfield

Renee Hayslett

 Stephen Hill

Kathy Kloepper

Achim Kopp

Suzanne Madden

Susan Malone

Kelly McMichael

Marilyn Mindingall

 Loleta Sartin

Colleen Stapleton

Nannette Turner

Agenda:

1. Welcome
2. Colleen Stapleton called the meeting to order
3. Meeting minutes recorder(s) for the year
4. Call for minute recorder(s) for the year. None volunteered record for the year
5. Nannette Turner volunteered for October 8, 2020 meeting
6. Approval of minutes from March 26, 2020 meeting (posted on Canvas under “Files”)
7. Approval of March 26, 2020 minutes

 Motion: Suzie Madden

 Second: Stephen Hill

 Vote: Approved. None opposed

1. Purpose and procedures of the University General Education Committee( UGEC) (Stapleton/Kopp)
2. Achim Kopp explained the role of the UGEC for the benefit of newly appointed members and to refresh older members.
3. Kopp attached Section 1.4.8 from the University Faculty Handbook as a reference.
4. Membership is to include two representatives from each college.

1. Discussion of uploads to UGEC assessment page on Compliance Assist (including use of student survey data; Oral Communication report attached)

1. Documents for UGEC are kept in several locations including : The curriculum section of the provost’s website, Compliance Assist, and the Canvas UGEC course
2. Kathryn Kloepper gave a summary of the Oral Communications Assessment Report. Both CoPA and CLAS found problems with outcomes, rubric, and competency alignment leading to the development of new student learning objectives and rubrics.
3. Initial problems with collecting oral products was solved using ECHO 360 , required now as a result of the COVID-19 response
4. Using the share function in Zoom, Susan Malone demonstrated the uploading of information into compliance assist, and discussed the various circumstances and time lines regarding these actions.
5. Unified SLOs will facilitate unified high level discussion

**Actions**

1. Stephen Hill will reach out to Helen Grady to contact Wesley Barker or Kathy Kloepper regarding report
2. Achim Kopp and Colleen Stapleton will upload the report

6. Other business

1. No new general education curriculums expected
2. Good year to refine and correct
3. Stapleton points out the University General Education focus is on Citizenship
	1. From the University catalog: General Education is designed to help students cultivate and refine habits of mind that prepare them to contribute constructively and meaningfully to society. Toward this end, General Education strives to instill in persons broader perspectives while empowering them to find fuller and richer citizenship in a world in which different cultures, social institutions, and technologies intersect in multiple and diverse ways.
4. Next meeting November 19, 2020