Mercer University

**University General Education Committee**

**Agenda**

**23 October 2018**

**Atlanta Campus Swilley Library, Macon Campus Tift-Lee Boardroom**

**Committee Members**: Achim Kopp (co-chair), Colleen Stapleton (co-chair), Sharon Augustine, Linda A. Mason Barber, Wesley N. Barker, Jeffrey S. Hall, Stephen Hill, Gail Johnson, Grace G. Lewis, Suzie L. Madden, Steven McClung**,** Tanya Sharon, Nannette Turner

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

**Guests**: Kelly J. McMichael

**Agenda**

1. Welcome by Colleen
2. Approval of minutes from 22 March 2018—Achim brought several editorial changes to the minutes, and he is sending those to Colleen for inclusion. Nannette made a motion to accept the minutes as amended, Sharon seconded the motion, and the motion passed unanimously.

Charge of Committee—Colleen went over the charge of the committee and Achim read the following charge from the University Faculty Handbook:

**1.4.8  University General Education Committee**

**Purpose**

The University General Education Committee is responsible for the ongoing development, implementation, and assessment of an effective University general education program. It ensures that the program is in keeping with the University’s mission and goals. The committee serves as an advisory body to the Provost and reports directly to the Provost through the Provost’s Council.

**Functions**

a.  To assure the consistency of general education in relation to the mission and purposes of Mercer University as it is applied within the schools and colleges.

b.  Review and approve the general education curriculum (courses added to, deleted from, or modified as part of general education).

c.  Establish guidelines and determine criteria for course placement in the general education program.

d.  Establish and review policies, regulations, and standards related to the general education program.

e.  Determine the process for and oversee the completion of assessment for the general education program.

Colleen asked if anyone who was new had questions? Colleen asked if Dr. Malone or Dr. Mindingall had anything to add. Dr. Malone said that the committee must get the assessment of the SLOs up and running in order to assess the competencies.

1. Assessment Update—Wesley and Tanya

Tanya—Update on CLA assessment—General Education revised 7 years ago. Their approach is to collect student artifacts from courses. During the 2018-19 academic year, CLA is streamlining their general education competencies. However, they do have a schedule to cycle through all of the competencies. The process will be changing to collect student artifacts through Canvas. Tanya shared the 10-year Assessment schedule that shows the Current Schedule of University Assessment and Possible Revision Assessment. (This document can be found in Canvas and is called the “University General Assessment Schedule POSSIBLE REVISION’).

During Mercer’s 10-year cycle, SACS changed to using SLOs, so Mercer is using the CLA schedule/cycle of competencies which encompass various SLOs. Susan Malone noted that competencies would support the SLOs. Every college has to agree to the common University SLOs.

However, CLA and Penfield will share with Engineering for the Oral Communication because they are the only other college that delivers any general education in the Communication Block—TCO.

Wesley shared that there is an in-process rubric for assessing writing in 2019-20 that will be collaboratively created with Penfield, CLA, and Engineering. Tanya noted that CLA is assessing in the Fall and Spring and in May they assess; then in August they start assessing again, so they are already using the rubric.

The Penfield and CLA general education committees are going to share the outcomes that their college general education committees are working implementing and developing. Tanya has shared the Written Communication rubric and Wesley is going to share it with Penfield. Stephen is going to share it with the TCO department in Engineering. Tanya will organize a subcommittee among CLA, Penfield, and Engineering to evaluate the Written Communication rubric to see how it addresses each college’s general education written communication block. If it does, we might use it at the University level.

1. Proposal Submissions—Dr. Candace Barnett from Pharmacy presented the new BS degree that has been approved through the Undergraduate Council.

Discussion about how the religion requirement is waived for students transferring in 30 hours or more. Linda, Sharon, Wesley, and Tanya discussed the general education waiver for religion and if religion might be assessed in a way that could not be captured in other domains or content areas. Susan and Marilyn explained that this was a degree completion program and Linda shared that out of 100 students only about 10 would come from Mercer undergraduate schools.

Achim made a motion to accept the general education portion of the B.S. in Pharmaceutical Sciences degree proposal, Tanya seconded the motion and the proposal passed unanimously.

1. Other Business—No other business. The next meeting date is December 6th from 2-4 pm in the Tift-Lee Boardroom, by phone, and Zoom.