

CAMPUS GEN ED CURRICULUM AND ASSESSMENT COMMITTEE MEETING
April 10, 2017

MINUTES

Committee members present: S. Graham, Chair, L. Cleary, J. O'Brien, R. Rolland (via telephone), C. Sames, P. Youngs-Maher
Excused: C. Ciereck, J. Martin-Tse, M. Mueller,

The meeting was called to order at 2:05 pm by the chair, Ms. Susan Graham.

1. Introduction and Review of Charge and Committee Membership

Ms. Graham stated since Nancy Leo has retired, she was asked to chair the Campus Gen Ed Curriculum and Assessment Committee. She reviewed the charge of the committee:

The committee will meet twice a year to review existing Gen Ed courses and consider proposals for new courses designed to satisfy Gen Ed requirements consistent with the guidelines above. The committee will review the objectives and content of existing courses. They will consider the tools used to measure student performance (both examinations and student products). They will also consider student course evaluations. The results of these assessments will be forwarded to the Deans of Nursing and Health Professions. Records of this process will be maintained for inspection by the SUNY Office of the Provost and Middle States Commission review teams.

Since the committee does not review student course evaluations, the committee agreed to have that sentence deleted from the paragraph. She also reviewed the change in the original membership of the committee, as several people have retired and others added. She recommended that Josie Przepiora be added and the committee agreed. The committee charge and membership document has been updated to reflect the above changes and is attached.

Dr. Cleary stated she has invited Deborah Moeckel, PhD, Assistant Provost for Assessment at SUNY to come to the campus to talk about MSCHE. She will also ask her to meet with this committee to provide updates and her input as it pertains to assessment. This may be very beneficial to the committee as it moves forward in the assessment of Gen Ed requirements. For now the committee will continue its review as it has and look forward to input and suggestions from Dr. Moeckel.

2. Review of Fall 2016 Courses

The committee was asked to review and rate student work posted on the BlackBoard for the following 2016 fall courses:

- ENGL 303 section OL2 Prof. Com. For CVPR
- ENGL 303 section 001 Prof. Com. For RADT
- ENGL 302 section 001 Prof. Com. For RESP
- ENGL 325 section 001 Prof. & Tech. Writing
- ENGL 325 section 002 Prof. & Tech. Writing
- ENGL 325 section BL1 Prof. & Tech. Writing
- BIOL 441 section BL1 Research Methods for CVPR
- BIOL 451 section 001 Research Methods for MI, RADT and RESP
- BIOL 451 section OL1 Research Methods for CLS

The rate sheets were returned to Ms. Graham. She compiled and distributed a summary of the courses for each of the student learning outcomes (see attached). After reviewing and discussing the courses, the committee agreed all SUNY General Education objectives were met in each one.

The committee recommended that citing references and formatting will need to be revisited.

After discussion on a remediation plan for a particular student in one of the courses reviewed, Dr. Cleary reminded the committee that its charge is not to look at individual student reviews, but if the overall Gen Ed requirements have been met.

It was noted that diversity in the syllabi will be addressed with the new standardized template.

3. New Business

Ms. Graham will be posting the requirements for the spring 2017 courses on BlackBoard. The committee will meet in mid to end of May to review. A doodle poll will be sent for the week of May 22.

The meeting was adjourned at 2:54 pm.

Respectfully submitted,

Margaret Bourke