

Minutes

General Education Requirements Committee

Tuesday, April 9, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer; Joanne Tokle, Beverly Ray, Tayo Omotowa, Anna Grinath, Kirsten Bernabee;
Ex-officio: Shu-Yuan Lin, Ivory Fort (replacing Hala Abou Arraj), Karen Appleby, Cathy Leavitt, Catherine Read
Excused: Jonathan Gaddy, Elizabeth Tubbs, Ben Bolin, Kara Kener (ASISU); Karen Fullmer

1. Announcements: Welcome to Ivory Fort from the Registrar's Office, replacing Hala Abou Arraj on GERC.

2. Council approved the Minutes for [March 12, 2024](#)

3. Updates and Information:

a. Executive Committee update – none

b. Academic Affairs update – Karen Appleby

i) SBOE [Gen Ed Committee Durable Skills](#) presentation: **Thursday April 25, 2024 1:00-3:00 p.m. Mountain Time**

Open to all General Education faculty:

- 1:00-2:00 MT/12:00-1:00 PT Durable skills presentation: Dr James Hutson will give a presentation titled "Using Idaho's Statewide General Education Framework to Enhance Student Durable Skills." This presentation will explore strategies for explaining the vital work general education courses in Idaho do to advance the durable skills of students. It will highlight how faculty who teach courses in each Way of Knowing/disciplinary area can support the development of critical, adaptable skills necessary for success in a rapidly changing world. Participants will come away with actionable ideas to infuse durable skills instruction into their coursework as they engage students in deeper learning. **Registration required [at this link](#).**
- 2:05-3:00 MT/1:00-2:00 PT Durable skills and discipline/way of knowing discussion: Following this presentation, there will be a facilitated session with time to gather with colleagues from your discipline or way of knowing area. You will be able to learn from colleagues across the state as we continue to explore how to purposefully infuse durable skills across general education programs. Register for this Discipline/Way of Knowing Discussion at [this link](#).

ii) **ISU Accreditation Mid-cycle Review:** in-person onsite visit by NWCCU reviewers will be October 14-15, 2024

Reviewers will want to meet with GERC members during their onsite visit. Joanne Tokle asked Academic Affairs to share the mid-cycle report with GERC members in advance of the site visit. Cindy Hill will also meet with GERC before the NWCCU site visit to brief members on what to expect.

c. UCC update – Ben Bolin

UCC has not met this semester, no proposals or other business have come in. Will probably meet next week to elect next year's officers.

4. Assessment Plans – *ready for discussion*

- a. [Obj 9 CE/ME 1150 Assessment Plan Fall 2023](#) – not yet ready for GERC’s review
Shu-Yuan reported the department intends to finish this one up over the summer and will have it ready for GERC early next semester.

still awaiting revisions:

- b. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions, no further action on this one yet
- c. [Obj 7 PHIL 2260 Assessment Plan - 2nd Cycle FY2024](#) **updated form to be used**
Original [PHIL 2260 Assessment Plan](#) to be replaced by updated plan on new form
GERC **approved the course** for Objective 7; **Plan** still awaiting submission to GERC

Jim Skidmore reported he is finishing this one up and should have it ready for GERC’s review next meeting on April 23, 2024.

New courses approved Fall 2023; awaiting submission of Assessment Plans:

- d. [Obj 9 HCA 1115 Assessment Plan Fall 2023](#) –

ACTION: GERC members please review this plan and post comments for the department to address in advance of GERC’s next meeting.

- e. [Obj 9 SPAN 2221 Assessment Plan Fall 2023](#) – *no further action on this one yet.*

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC’s consideration when they are ready.

- f. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)
[PHYS 1101 Assessment Plan](#)
[PHYS 1111 Assessment Plan](#)
[PHYS 1112 Assessment Plan](#)
[PHYS 1152 Assessment Plan](#)
[PHYS 2211 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)
[PHYS 2212 Assessment Plan](#)

ACTION: Joanne and Anna will follow up with the department to get some of these finished up for consideration next week.

5. Unfinished Business:

- a. GERC Officer elections for next Fall (Chair, Vice Chair, Executive Secretary)
Eligible members: **Jim Skidmore, Edward Kammerer, Beverly Ray, Anna Grinath, Kirsten Bernabee, Elizabeth Quick**
The rest are either rotating off or will not be on GERC next year. Ben Bolin is eligible for re-election to GERC by their colleges.

Joanne Togle, Anna Grinath, and Tayo Omotowa explained the duties of the individual officers. The officers comprise GERC’s Executive Committee and meet a few days before each GERC meeting along with the administrative assistant to finalize agendas and discuss any upcoming business. The GERC chair receives either an overload stipend or one-course release each semester.

Nominations:

Chair: Edward Kammerer

Vice Chair:

Executive Secretary:

ACTION: Members voted and **elected** Ed Kammerer to serve as next year's GERC Chair. Ed will attend next week's Executive Committee meeting.

The other officers will be elected during a subsequent meeting.

- b. Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports

ACTION: defer this item until next fall after analyzing the missing report data for the last several years.

[GERC Assess Stats for NWCCU Report - updated Mar 25, 2024](#) - assessment report tracking spreadsheet

[GERC Gen Ed Assessment Reporting 2015-2021 FINAL April 4, 2023](#) - spreadsheet of all annual assessment reports submitted during the entire first cycle.

[2023 Fall Annual Gen Ed Assessment Report Spreadsheet - 2nd Cycle](#) – organized by Objective for review of all courses for all years during second cycle, and for feedback summaries for 2022-2023 reports only.

- c. Create **Feedback Summaries** for Fall 2023 Annual Assessment Reports - divide up workload among members

- **Ed Kammerer & Jim Skidmore:** [Objective 1](#) (3 reports), [Objective 2](#) (1 report) & [Objective 6](#) (19 reports)
- **Kirsten Bernabee & Jonathan Gaddy:** [Objective 5](#) (24 reports)
- **Elizabeth Tubbs:** [Objective 7](#) (15 reports) & [Objective 8](#) (6 reports)
- **Beverly Ray:** [Objective 9](#) (41 reports, but many were not filed).

Feedback Summaries due to GERC **by April 8, 2024** so all members can review and approve them by mid-April for distribution back to the departments before semester's end. Allow time for Catherine to process and handle distribution logistics.

Completed summaries: Objectives 1, 2, 5, and 9 are ready for approval.

Motion: to approve Feedback Summaries for [Objective 1](#), [Objective 2](#), [Objective 5](#) and [Objective 9](#)
Motion seconded.

Motion passed. The Feedback Summaries in those Objectives have been **approved** for distribution to the respective department chairs and report submitters.

- d. Consider standardizing the process to update assessment plans. Should the schedule be by objective, when first approved, or something else?
- The consensus was that reviewing/updating assessment plans was best handled through the Objective Review process, as the first question on the objective review report regards the appropriateness of the current plan.
 - The Executive Committee will propose a question about revising assessment plans to add to the 5-year departmental report, to be discussed at the next GERC meeting.

7. Future Business -

- a. Objectives 3 & 4 Review Committees Reports

[Objective 3:](#) Anna Grinath, ORC chair

[Objective 4:](#) Joanne Tokle and Tayo Omotowa, ORC Co-chairs

ACTION: Both reports are almost finished and will be finalized in time for GERC's next meeting.

- b. [GERC Gen Ed Program Review](#) - finish up after external review is completed.

8. Adjourn: 3:11 p.m.

Approved by GERC: April 10, 2024 via email vote

Accepted by Curriculum Council: April 11, 2024 via email vote

Accepted by Faculty Senate: April 15, 2024

Accepted by Academic Affairs: April 16, 2024

APPENDICES

Assessment Plans Approved: None this week