

# Minutes

General Education Requirements Committee

Tuesday, August 29, 2023

2:30-4:30 p.m.

GERC's website: [www.isu.edu/gerc](http://www.isu.edu/gerc)

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Kimberly Miller, Anna Grinath, Elizabeth Quick, Tayo Omotowa  
Ex-officio: Karen Appleby, Shu-Yuan Lin, Hala Abou Arraj, Sacha Johnson, Karen Fullmer, Bob Houghton (UCC), Catherine Read  
Excused: none  
Guests: none

## 1. Introductions and Announcements:

- a. Introductions - everyone introduced themselves.
- b. Still need GERC reps for this year to fill vacant seats:
  - one COSE rep: Math/Engr/Physics/ComputerSci
  - one KDHS rep
  - one ASISU rep

## 2. Minutes - none, all were approved last spring

## 3. GERC 101 – what does this committee and what are the duties and expectations of reps? Please read [“Demystifying NWCCU’s Assessment Standards”](#)

### [GERC Bylaws](#)

[Boosting Student Support on Idaho’s College Campuses](#) – Idaho State Board of Education

Joanne Tokle shared her screen to display GERC’s website and briefly explained what GERC does in reviewing and recommending for approval new Gen Ed courses and assessment plans for all Gen Ed courses. Departments should review their Assessment Plans every 3-5 years and update them as needed. Assessment reports for all courses are filed annually, and each Gen Ed Objective is reviewed on a rotating basis every 5 years. This year Objectives 3 and 4 are due for review. Assessment is part of our accreditation standards set by the North West Commission on Colleges and Universities (NWCCU). GERC worked hard the past few years to improve and successfully overcome the deficiencies identified in our previous accreditation review.

## 4. Updates and Information:

- a. Executive Committee update – has not met yet; still need to elect a Vice Chair.
- b. Academic Affairs update – Karen Appleby
  - Leadership changes in Academic Affairs this summer. Karen Appleby recognized and thanked Ann Hackert for all her hard work the past several years as director of the Office of Assessment. Ann is on sabbatical this semester.
  - Upcoming annual Gen Ed Summit on October 12-14 will be held in Coeur d’Alene. This year the focus will be on durable skills. Only one GEM representative per area will attend.
  - SBOE is considering these revisions to [SBOE Policy III.N. Statewide General Education](#). second reading will be at the October SBOE meeting. One concern is that students who transfer into the Engineering program, which is one of the degree programs that need many math courses and take longer to finish those, so the policy changes attempt to add some flexibility in the gen ed requirements. Karen Appleby asked members to send their feedback and comments to Joanne Tokle and Catherine; they will compile them and send those comments on to Heidi Estrem at the State Board Office.

- c. UCC update – Bob Houghton
  - Executive committee met today to set the agenda for this Thursday’s first full UCC meeting..
  - October 20 is the deadline for UCC proposals

**5. Unfinished Business:**

- a. Nominations and Election for Vice Chair

Duties: Serves on GERC’s Executive Committee to set agenda and discuss upcoming and behind-the-scenes GERC business. Presides over meetings in absence of Chair. The GERC Vice Chair is not the Chair-elect for next year. Please consider nominating yourself or another member for consideration and election at the next meeting.
- b. Select internal and external reviewers and begin the process in early Fall 2023 for the next phase of the [Gen Ed Program Review](#).

Joanne shared her screen to show the ISU Academic Gen Ed Program Review self-study report for AY 2022-2023 written this past spring. This report was shared with Heidi Estrem at the State Board Office last spring. Heidi suggested enlisting some of the GEM committee members as potential external reviewers. Also need an internal reviewer from a department or program not directly involved with Gen Ed. Consider potentially asking someone from Student Affairs to serve as a third reviewer, since they work with students.
- c. New Assessment Plan Template with revised questions – for GERC’s consideration and approval
  - [Assessment plan questions annotated - April 2023](#)
  - [Assessment plan questions - revised April 2023](#)

Joanne described how last spring GERC talked about piloting the assessment plan template. GERC needs to approve the template before we can put it into formal use. GERC will ask for volunteers to try the new template before we vote on it.
- d. [Transferable Skills Project](#) - Darren Blagburn’s presentation and recommendations from last Spring:

Recommendations:

  1. Expand the project to include all Gen. Ed. courses
  2. Build appreciation of the importance of the balance between specific subject areas and transferable skills
  3. Use lessons learned to finalize a tracking system and automate it.
  4. Promote, Promote, Promote internally and externally [the need for a balance between transferable skills and the specific subject matter areas with employers and students alike.]

Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here. The Durable Skills focus of the GEM meeting may help inform the decision on this.
- e. Guidance/recommendations for a process for selecting ISU’s GEM Award nominees, and formally recognizing those excellent Gen Ed instructors here at ISU.

Selection process up to this point has been haphazard and Academic Affairs (in conjunction with college leadership) ends up asking faculty to put together a rather comprehensive nomination packet at the last-minute. Award is quite competitive; OSBE considers activities beyond just teaching gen ed courses. Although the state awards are for just the six GEM Objectives, ISU can recognize faculty from all nine of our Objectives.

Nominations will be requested in Spring 2024.
- f. Objective 1 ORC Report: Jim Skidmore  
Jim Skidmore hopes to have the report ready for GERC’s review at the next meeting.

- g. Arrange meetings with discipline group members before and after the State Summit (October 12 and 13) GERC meets September 26 and October 10 before the State Summer on October 12. There is not yet an agenda out for the State Summit meeting. Plan on meeting with them on September 26; Joanne Tokle will contact the discipline group members and invite them to attend that GERC meeting.
6. **Assessment Plans** – departments are working on their revisions. GERC will hold off on these because there have not been any updates over the summer.
- a. [EDMT 2271 Working Review Document](#) for [2022 EDMT 2271 Obj 3 General Education](#) Assessment Plan  
GERC has approved the course for Objective 3; still need to consider the Assessment Plan

*Assessment Plans for discussion when ready:*

- e. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions
- f. [PHIL 2260 Assessment Plan](#) – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

*Physics will submit one or two Plans for GERC’s consideration to use as a template for the rest.*

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

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| <a href="#">PHYS 1100 Assessment Plan</a> |  |
| <a href="#">PHYS 1101 Assessment Plan</a> | <a href="#">PHYS 1101L Assessment Plan</a> |
| <a href="#">PHYS 1111 Assessment Plan</a> | <a href="#">PHYS 1113 Assessment Plan</a>  |
| <a href="#">PHYS 1112 Assessment Plan</a> | <a href="#">PHYS 1114 Assessment Plan</a>  |
| PHYS 1152 Assessment Plan                 | <a href="#">PHYS 1153 Assessment Plan</a>  |
| <a href="#">PHYS 2211 Assessment Plan</a> | <a href="#">PHYS 2213 Assessment Plan</a>  |
| <a href="#">PHYS 2212 Assessment Plan</a> | <a href="#">PHYS 2214 Assessment Plan</a>  |

- 7. **Future Business** – please contact Joanne Tokle if there is something you think GERC should work on this year.

8. **Adjourn: 3:34 p.m.**

Approved by GERC: September 12, 2023  
 Accepted by UCC: September 14, 2023  
 Accepted by Faculty Senate: September 25, 2023  
 Accepted by Academic Affairs: September 29, 2023