

Minutes

General Education Requirements Committee

Tuesday, February 27, 2024

2:30-4:30 p.m.

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

Attendance: Jim Skidmore, Edward Kammerer; Joanne Togle, Beverly Ray, Tayo Omotowa, Jonathan Gaddy, Ben Bolin, Anna Grinath, Kirsten Bernabee, Elizabeth Tubbs
Ex-officio: Shu-Yuan Lin, Karen Fullmer, Hala Abou Arraj, Karen Appleby, Cathy Leavitt
Excused: Catherine Read, Kara Kener (ASISU)
Guests: none

1. **Announcements:** Dr. Martin Gibbs and Felice Otero will meet with GERC on March 12, 2024, as part of GERC's Program Review

2. **Minutes** for [February 13, 2024](#) for GERC's approval

- Minutes **approved**

3. **Updates and Information:**

a. Executive Committee update – met Tuesday, Feb. 20 and finalized today's agenda.

b. Academic Affairs update – Karen Appleby

- Review General Education Excellence awards by March 8

c. UCC update – Ben Bolin

UCC is now accepting new proposal requests for the 2025-26 catalog cycle.

- UCC is working on updating their course approval form in response to changes in reporting requirements by NWCCU.

4. **Assessment Plans – *ready for discussion***

a. [Obj 5 CE 1140 Assessment Plan Fall 2023](#) – revised since last GERC meeting, for GERC's review

- no new changes

b. [Obj 9 CE/ME 1150 Assessment Plan Fall 2023](#) - submitted 2/27 for GERC's review

- changes as of this morning, plan to review this for next GERC meeting

still awaiting revisions:

c. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions

d. [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

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

e. [Obj 9 HCA 1115 Assessment Plan Fall 2023](#)

f. [Obj 9 SPAN 2221 Assessment Plan Fall 2023](#)

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.

g. [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](#)

5. Unfinished Business:

- a. Reminder to review the nominations and rubrics linked in the [ISU Excellence in General Education Teaching Award Selection Process AY 23/24](#), fill out the scoring spreadsheet, and **complete your rankings no later than March 8, 2024.**
 - Jim and Joanne have processed the nominations with the rubric and found it straightforward
- b. [Five-Year Report Template](#) - review the template and consider revising
Please look at the Departmental 5-Year Objective Review Report Template and think about whether there are any changes you would like to make to improve the template.
 - On the website there are some items (e.g., grade distributions) that are not included in the 5-year objective review report template and we discussed that things on the website should be marked as “optional” in case people have been collecting and using those data, they can include them in the report but will know that they are not required.
 - Action item: the things on the website that are not on the 5 year report will be marked OPTIONAL
- c. Check [new Assessment Plan template](#) (View access only) for alignment with [Qualtrics Survey form questions](#)
 - No one identified inconsistencies
- d. Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports
 - Thoughts:
 - data on the patterns of missing reports would be most helpful in thinking about what type of policy would be appropriate
 - thoughts about how to simplify the assessment process to reduce the burden for departments to be able to submit the annual reports on time
- e. GERC Officer elections for next Fall (Chair, Vice Chair, Executive Secretary)
 - no nominations received as yet
- f. [2023 Fall Annual Gen Ed Assessment Report Spreadsheet](#) – organized by Objective for review of all courses for all years, and for feedback summaries for 2022-2023 reports only.
 - 1) Create [Feedback Summaries](#) for Fall 2023 Annual Assessment Reports - divide up workload among members (*report numbers below are all years, not just the 2022-23 period*)
 - Objectives 1** (3 reports), **2** (0 reports) & **8** (9 reports)
 - Objective 5** (42 reports)
 - Objective 6** (30 reports)
 - Objective 7** (19 reports)
 - Objective 9** (54 reports)

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.

7. Future Business -

- a. Objectives 3 & 4 Review Committees Reports – due to GERC by **April 1, 2024**

Objective 3: Anna Grinath, ORC chair

Objective 4: Joanne Tokle and Tayo Omotowa, ORC Co-chairs

8. Adjourn: 3:15pm

Approved by GERC:	March 12, 2024
Accepted by Curriculum Council:	March 21, 2024 via email vote
Accepted by Faculty Senate:	April 15, 2024
Accepted by Academic Affairs:	April 9, 2024

APPENDIX

None; no documents approved this meeting