**General Education**

**6 September 2022**

**Minutes**

*Mission: Cloud County Community College prepares students to lead successful lives and enhances the vitality of our communities.*

1. **Roll Call:**   
   Present: David Shirkey (Math), Cathy Forshee (Business) Paul Gardner (Behavioral and Social Sciences and Criminal Justice), Kit Thompson (Renewable Energy), Brent Phillips (Humanities and Dean of Humanities, Social Sciences, and Business), Kim Smith (Nursing), Dennis Smith (Sciences), Suzette Ghent (Communications), Jamie Gross (Agriculture and Industrial Technology), Dr. Kimberly Zant (Vice President for Academic Affairs), Cindy Lamberty (Director of AIEP).

Absent: Stefanie Perret (Nursing), Don Benjamin (Dean of Math, Science and Technical Programs)

1. **Minutes**

Motion by Brent to accept the September 2022 minutes; second by Paul. No further discussion. Minutes approved.

1. HLC update:  
   Assurance Argument had some last minute changes but basically ready to go.
2. Old Business
   1. General Education Artifact Collection and Evalution

Motion: The collection and evaluation of General Education Artifacts will be in Fall and Spring terms, not Winter or Summer.   
Motion made by Paul and second by Dave.   
Discussion The assignment and assessment within Canvas continues in Winter and Summer terms but these will not be submitted for the evaluation process. The Canvas data is monitored, any outliers will be addressed.

Motion passed unanimously.

* 1. General Education webpage

A reminder to look at the page and recommend changes needed. Thank you to Suzette for her comments last month.

1. New Business
   1. General Education Report

The report was shared and some of the items were identified. One improvement is that the use of common assignments and rubric made the process more efficient. The evaluator scores and instructor scores are more closely aligned. This process and continued use of common assignments and rubrics make the measurement of student learning more consistent. This consistency will make it easier to identify any changes in student learning in the future.

The committee members will discuss with the faculty and review the data.

A suggestion was made to provide a handbook that would lay out for instructors a bit more detail for what is expected for the assignments. This would also be useful for the evaluators.

Asking instructors to submit the assignment used for artifacts was also suggested.

* 1. Improvements needed.

The committee was asked to consider what improvements are needed with general education (courses, outcomes, process, etc.). Are the general education outcomes and courses fulfilling the need of preparing students and identifying student learning.

Dr. Zant suggested the transfer programs which use general education outcomes as their program outcomes to analyze if these are appropriate to measure what a student graduating from these programs should know.

1. Adjournment: Dennis moved to adjourn, Paul second. Motion passed.