

**General Education Council Meeting Minutes**  
**February 3, 2020**  
**3:30 p.m., UAC 124**

**Attendees:** Cavitt (Chair), Erhart, Hanks, Supancic, Blunk, Vacaflares Rivero, Shah, Hamilton, Allsup, Mandziuk, Peeler, Falleur, Wang, Watt, Wilson, Stern, Tschirhart, Chrans, Cliffler, Clarkson, Haider

**Absent:** White

**Guests:** Dr. Beth Wuest, Dr. Lon Olson, Dr. Vedaraman Sriraman, Mr. Dana Willett, Dr. Jeff Helgeson

**Cavitt welcomed attendees.**

**The minutes of November 18, 2019** were approved as amended.

**Guests, Dr. Beth Wuest, Associate Vice President for Institutional Effectiveness, and Dr. Lon Olson, Head of Assessment, discussed the council's role in outcomes assessments for accreditation purposes.** Dr. Wuest explained the various components of an applicable assessment, emphasizing the importance of detail and evidence of improvement. She explained that assessments should provide measurable data and an explanation of how this data was used to make improvements in the course. Dr. Olson distributed a handout which provided guidance to the assessment report auditors. He discussed in detail three components of assessment reports: results, evidence of improvement, and action plans. He provided examples of good responses and responses to avoid. Dr. Olson explained that reflection and evidence of improvement are two necessary components of any assessment.

**Guests, Dr. Vedaraman Sriraman, Associate Vice President of Academic Affairs, Mr. Dana Willett, Assistant Vice President of Distance and Extended Learning, and Dr. Jeff Helgeson, Associate Professor in the Department of History, presented on the topic of affordable learning materials.** The purpose of this presentation was to seek support from the council on the incorporation of low cost/no cost learning materials in the core curriculum. Dr. Sriraman and Mr. Willett provided insight on the impact textbook costs have on student success. They discussed the average cost of materials per semester and provided examples of low cost/no cost textbook initiatives from various universities. Dr. Helgeson provided insight to his personal experience with this initiative. He has been using open source materials for a few years and explained his views on the subject, including the mostly positive reviews he has received from his students. By using open source material, he explained that he is able to bring different perspectives into his classroom, and though he does have to validate the sources, he has an almost endless supply of digital materials available to him online. Dr. Helgeson stressed that he did not feel that he was sacrificing quality by using open sources and that instead, this allowed him to customize his classes. Mr. Willett continued to share some of the valuable resources available to faculty members who would like to use open sources. Dr. Sriraman closed the presentation by informing the council of the Affordable Learning Materials Committee which was formed in the fall of 2019. The committee consists of administrators, faculty representatives from each college, one student representative, and a representative from Faculty Senate. Dr. Sriraman expressed interest in collaborating with the council on an ongoing basis.

**Dr. Cavitt asked the council to send question suggestions for the College Senior Survey** to be administered to students who are classified as seniors and who have applied for May 2020 graduation.

Meeting was adjourned at 5:10 p.m. The remainder of agenda items will be brought forward to the following meeting.