

## **CAB Meeting Minutes**

**February 17, 2014**

**SSC 122-124**

**2:00 – 4:00 PM**

Present: Armitage, Blake, Chase, Clower, DuFour, Easton, Holland, Knigge, Loker, Mahoney, McAllister, Nichols (acting chair), Patten, Pushnik, Sandoe, Shepherd, Song, Waters

1. Clower appointed note-taker.
2. No announcements
3. Minutes of 2/3/13 meeting approved.
4. No pathway updates.
5. Clower introduced motion to grant U.S. Diversity status to HIST 442 and HIST 456. Seconded and approved without further discussion.
6. Pathway “refresh” policy: Easton, Nichols, and Clower presented draft language of a process for eliminating courses from a pathway. Following discussion of scenarios involving courses which are not offered routinely and courses which fair to meet GE SLOs, it was decided to take no action pending amendments to be re-submitted for the CAB meeting on March 3.
7. Assessment updates: The assessment subcommittee circulated a list of courses in which a selection of student oral presentations will be videotaped for assessment. In pathways where no appropriate classes have been found, coordinators are asked to assist in identifying them.

Loker introduced a master spreadsheet of the SLOs to which each course in GE has committed. In many cases, he showed, a single course has undertaken different SLOs in different pathways. Also, some courses are either grossly overcommitted (e.g. with eight or even ten SLOs) and others committed to none at all. He requested suggestions for a process by which, during AY 13-14, CAB might rectify those problems and finalize an assessment matrix. Following discussion, the group came to a consensus that Loker and McCarthy would approach the chairs of all departments in GE with a list of SLOs currently thought to be covered by the department’s courses, and offer each department a chance to amend its commitments as necessary. The result would then be an SLO matrix that would at least reflect the realities of the courses in

GE. Sandoe and Mahoney suggested also using that process as an occasion to remind departments of the responsibility to the assessment process that they undertake by participating in assessment. Loker offered to forward his existing spreadsheet (presented during the meeting) to CAB members and requested that it not be circulated widely outside of CAB.

The diversity assessment group will report at the March 3 meeting.

8. Reconstitution of Communications Subcommittee: Chase, McAllister, Waters, and DuFour volunteered to join McCarthy and Shepherd on communication subcommittee. It was proposed that the subcommittee could assist in explaining the complexities of the WI and capstone requirements to students and faculty and identifying strategies (perhaps with the assistance of additional students) on how best to disseminate information to the student body.

Song further suggested developing a one-page orientation sheet to GE for faculty in general, and in his capacity as acting chair Nichols suggested that the subcommittee attempt to draft one for the first meeting in March. The group suggested that such a sheet might stress that (1) the DPR is an excellent (if not wholly infallible) resource, and (2) that there are friendly humans in Evaluations to help interpret it.

In further discussion, Song and DuFour observed that classes such as the one-unit AGRI 180 are helpful in educating students about how best to navigate their graduation requirements. The group also contemplated approvingly the possibility that one day CAB may judge it prudent to sacrifice the capstone requirement in order to reduce the complexity of the GE system.

9. Adjourned at 3:25.