

CAB Minutes

September 7, 2012

SSC 122/124

1:00 – 3:00 PM

Present at 1:00: Kate McCarthy (chair), Holly Nevarez, Daniel Veidlinger, Sara Cooper, Jim Pushnik, Bill Loker, Sarah Pike, Clarke Steinback, Jessica Clark, Lorraine Gardiner

Pathway Coordinators (1:00 PM)

1. Appointment of note-taker: Jessica Clark

2. 1:10-1:35: Assessment of GE writing using STEPS: Lorraine Gardiner

Writing will be assessed this year in A2 and WI courses. The “STEPS” online platform will facilitate gathering the “signature assignments” from this group of ~60 classes. Instructors will upload their assignment instructions, and the platform facilitates monitoring of whether students have uploaded their work. Their submissions can be anonymized for reviewers, but still track-able by ID#. This system will need to be communicated to instructors as soon as possible.

3. 1:35-1:55: ARRC substitutions for UD Pathway courses: Charlene Armitage

(Screen-shot instructions were emailed to Coordinators, as a reminder of how to request upper-division course substitutions). Students see these requests as part of their record, so comments should be germane. In instances where a student is seeking a substitution that crosses disciplinary lines but might facilitate more thematic cohesion, the consensus was that disciplinary area (Humanities, Natural Science etc.) was more important than specific content. Decisions can still be made on a case-by-case basis.

4. GE SLO matrix revisions based on current syllabi

Coordinators were urged to send in their revisions; 4/10 have done so already. There was a general sense that getting these syllabi has been difficult and that many lack the correct GE and Pathway information.

Full CAB (2:00 PM)

Present at 2:00: Kate McCarthy (chair), Holly Nevarez, Daniel Veidlinger, Sara Cooper, Jim Pushnik, Bill Loker, Sarah Pike, Clarke Steinback, Jessica Clark, Matt Blake, Chris Nichols, Hyunjung Kim, Sarah Pike, Holly Soldavini, Kara Maas, Wendy Bentley

5. 8/24/12 minutes were approved, with one correction: Mitchell John was present. (Sarah Pike, moved, Bill Loker second)

6. 2:05-2:15: Patterns in Fall 2012 GE Enrollments: Bill Loker

Spreadsheet with most up-to-date enrollment figures per Pathway, which will be emailed out (see separate document). Disparities in numbers are more striking when only UD enrollments are considered. Cancelled classes are a problem in several Pathways.

7. 2:15-2:30: Subcommittee assignments

In general, last year's assignments were rolled forward. The Communications and Website committees were merged, and part of that committee's responsibility will be outreach with Housing and FYE. A more detailed description of tasks is in a separate document.

8. Other

2:30-2:40: Sara Cooper raised the question of whether one section of a course could be designated a Capstone, while another section was not. One issue is the shorter Intersession of Jan. 2014, which will be only 11 days (not enough time for a Capstone experience). Discussion. In particular it was suggested that this might help Chairs offer capstones if they could offset one small section with a non-capstone larger section (as currently with WIs). Holly and Tara confirmed that this was doable administratively, but that a decision the sooner the better would be helpful. A vote to be taken at the next meeting.

2:40-2:50: Are there any Pathways with fully online UD? G&S will be fully online after January. Critical thinking is being assessed by A3 instructors; a pre-test has already been administered. We will also need to assess critical thinking across GE over the coming years.

9. Next Meeting: Friday 9/14, 1:00 (Pathway Coordinators), 2:00 (full CAB), SSC 122-124

We will use a portion of this time (after 2:00) to break into subcommittees.