

CAB Meeting Minutes – November 16, 2017, 12:00 – 1:50 pm, SSC 122/124

Present: Chris Nichols (Chair), Sarah Anderson, Charlene Armitage, Kaitlyn Baumgartner, Becca Chanes, Pablo Cornejo-Warner, Laird Easton, Holly Ferguson, Chiara Ferrari, Nicol Gray, Irene Korber, Kate McCarthy, Don Miller, Kent Sandoe, Paula Selvester, Zanja Yudell

1. Announcements
 - a. Spring Transfer Orientation is Friday, Nov 17
2. Approval of Minutes from 11/2/17
 - a. Approved
3. Foreign Language requirement—update
 - a. Chris attended the Chairs' Council Meeting. The Chairs asked for more data and expressed concern about the impact on Graduation Initiative.
 - b. The group will meet again after Thanksgiving break to address criticisms.
4. EM 10-001 revisions – status update
 - a. On Senate agenda today (11/16) as discussion item. Revisions are mainly to clean up document that was already approved.
5. Assessment Status Updates
 - a. Written Communication update—able to compare this year's UD assessment to 12/13 ENGL 130 results. All categories show improvement except for grammar, which is the same. There are 29 students who are in both groups and the UWC will read both of their papers to compare. Would like to evaluate blindly in order to avoid bias in wanting to see improvement. Kent believes this can be done in STEPS.
 - b. Global Development – 10 reviews each by 14 reviewers due by Jan 1, 2018.
6. 5-Year Review
 - a. Student Survey—went live Nov 15 at 2:00 for all students in UD GE courses. As of 10:30 this morning there were 260 responses. Chris e-mailed the 103 faculty to ask them to encourage students to take the survey. Will remain open until the end of the semester.
 - b. Faculty Survey—being finalized now and will go live soon to all faculty.
 - c. Faculty discussions in Department meetings—ongoing—Biology meeting tomorrow; Kate and Zanja will attend.
 - d. Staff Survey update—should it go to all staff? Not all staff know about GE program or work with students but we don't want to exclude anyone. An opening question could be added to narrow down pool.
 - e. External Reviewer – set for a visit in April. She will meet with CAB and other faculty and student groups. An itinerary will be drafted for CAB to review.
 - f. Student focus groups—should they be scheduled? CAB is in favor of them but might be a good idea to wait for survey results.

7. Applications

- a. AAST/BLMC 330 (new one) for USD—Kent, Laird, and Chris reviewed and recommend approval. The application was approved. This is a new course and is being offered S18 as a Special Topics, MCGS 498, which was also approved for USD.
8. Meetings next semester – Doodle poll to be organized. The current time slot may not be available.
9. Other—None
10. Adjourn