**General Education Redesign Task Force**

Minutes from Thursday, October 4, 2018

Jessica Hutchings, Assistant Vice President, Academic Affairs and IRE

Chris Thomas, Interim Vice President, Student Affairs (*absent*)

Gregory Clark, College of Liberal Arts

Rita Costello, College of Liberal Arts

Michael Smith, College of Liberal Arts

Lisa Reinauer, College of Liberal Arts

Darren Alcock, College of Science and Agriculture

Amber Hale, College of Science and Agriculture

Mark Merchant, College of Science and Agriculture

Wesley LeJeune, Coordinator of Assessment and Curriculum Development, IRE

Minutes:

1. Announcements:
	1. Travel update: Dr. Smith will not be able to make it, so the other humanities representatives will have to be a little more attentive.
	2. The dean and department head retreat will be next Thursday, October 11. Jessica will provide an update to deans and department heads on the status of the redesign.
	3. The General Education Assessment Council (GEAC) will meet on Tuesday, October 23, and Jessica will provide the Council with an update on the redesign as well.
2. Task Force charge and plan:
	1. The Task Force will develop general education student learning outcomes.
	2. The University will redesign general education core courses and capstone courses to align with the new student learning outcomes.
	3. The University will design co-curricular experiences for the first year that align with the new student learning outcomes.
3. Rough timeline for this committee:
	1. December 2019: Approval of new student learning outcomes.
	2. February 2019: AAC&U General Education Conference.
	3. Spring 2019: Rubric development for new SLOs.
		1. How will we assess our new SLOs?
		2. We need to design a process for institutional assessment and have it in place **before** we implement.
	4. Summer 2019: Course and syllabi analysis.
		1. Which courses/assignments need redevelopment?
		2. Which courses need to embed SLOs?
		3. Will we need to implement the redesign in phases?
	5. Spring and Summer 2019: Co-curricular FYE development.
		1. Will we need a sub-committee at this point?
		2. Who should serve on the sub-committee?
	6. Fall 2019: FYE co-curricular pilot?
	7. Fall and Spring 2019: Targeted course and assignment design.
	8. Fall and Spring 2019: Assessment and approval process development.
	9. Spring and Summer 2019: Staff implements new courses for Fall 2020?
4. How do get information?
	1. Jessica provided the Task Force with a sample survey to be sent out to stakeholders to collect input on SLOs.
		1. The Task Force narrowed down the AAC&U outcomes, and Jessica is going to narrow down the definitions. She will then send the Task Force a revised survey for approval, and then distribute the survey on the Monday following Fall Break.
		2. Jessica will also create a one-minute video explaining the importance of the survey.
	2. Jessica will speak with Dr. Adrian regarding having deans hold college meetings to discuss the general education redesigns.
5. Let’s talk about data that can inform our decisions:
	1. 2017-2018 General Education Assessment Plan
	2. QEP research
	3. Faculty and Student Evaluations of Advising
	4. National Survey of Student Engagement (NSSE)
	5. Integrated Post-secondary Education Data System (IPEDS)
	6. GradFest
6. What else do we have?
	1. SEI data
	2. Academic history
	3. Syllabi
	4. Department and program planning/assessment reports
	5. Accreditation reports and feedback
7. First Year Experience
	1. Which courses should students take their first year (i.e., pathways)?
	2. How can we make a simple adjustment in the curriculum to begin the refining process?
	3. What co-curricular activities can we add to the general education core?
	4. What would a sub-committee look like for this facet of our charge?
8. Books:
	1. Developing and Sustaining Successful First-Year Programs: A Guide for Practitioners
	2. The Undergraduate Experience: Focusing Institutions on What Matters Most
9. Low-hanging fruit:
	1. Advising rule that first-year freshmen MUST enroll in XYZ, a 30-hour pathway. How would we enforce this? Can the registrar do something on the technical side? Can advisors enroll them immediately? These are questions for Karen Westfall, Catrina Boenig, Stephanie Tarver, and Marshal Guidry.
	2. Remove disciplinary requirements for SLOs. Remove SLOs that are not working. Discuss which SLOs we definitely need to keep.
	3. Cutting low-enrollment courses from core. Jessica will share feedback from departments regarding these courses with the Task Force.
10. When redesigning courses, institute a rule that a free LOUIS textbook be used.
	1. LOUIS Textbook Initiative (<http://www.louislibraries.org/alearningla>)
		1. Curriculum-driven acquisitions
		2. Textbook lists
		3. Open educational resources
		4. Technology support
		5. Descriptions of initiatives around the state
		6. [Http://vile.credoreference.com/Louis/affordable-learning-LOUISiana-video](http://vile.credoreference.com/Louis/affordable-learning-LOUISiana-video)
11. Next steps:
	1. Distribute survey

Next meeting will be Thursday, November 8, at 1:00 PM in the President’s Conference Room.