

Minutes

General Education Requirements Committee

Tuesday, August 29, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Kimberly Miller, Anna Grinath, Elizabeth Quick, Tayo Omotowa
Ex-officio: Karen Appleby, Shu-Yuan Lin, Hala Abou Arraj, Sacha Johnson, Karen Fullmer, Bob Houghton (UCC), Catherine Read
Excused: none
Guests: none

1. Introductions and Announcements:

- a. Introductions - everyone introduced themselves.
- b. Still need GERC reps for this year to fill vacant seats:
 - one COSE rep: Math/Engr/Physics/ComputerSci
 - one KDHS rep
 - one ASISU rep

2. Minutes - none, all were approved last spring

3. GERC 101 – what does this committee and what are the duties and expectations of reps? Please read [“Demystifying NWCCU’s Assessment Standards”](#)

[GERC Bylaws](#)

[Boosting Student Support on Idaho’s College Campuses](#) – Idaho State Board of Education

Joanne Tokle shared her screen to display GERC’s website and briefly explained what GERC does in reviewing and recommending for approval new Gen Ed courses and assessment plans for all Gen Ed courses. Departments should review their Assessment Plans every 3-5 years and update them as needed. Assessment reports for all courses are filed annually, and each Gen Ed Objective is reviewed on a rotating basis every 5 years. This year Objectives 3 and 4 are due for review. Assessment is part of our accreditation standards set by the North West Commission on Colleges and Universities (NWCCU). GERC worked hard the past few years to improve and successfully overcome the deficiencies identified in our previous accreditation review.

4. Updates and Information:

- a. Executive Committee update – has not met yet; still need to elect a Vice Chair.
- b. Academic Affairs update – Karen Appleby
 - Leadership changes in Academic Affairs this summer. Karen Appleby recognized and thanked Ann Hackert for all her hard work the past several years as director of the Office of Assessment. Ann is on sabbatical this semester.
 - Upcoming annual Gen Ed Summit on October 12-14 will be held in Coeur d’Alene. This year the focus will be on durable skills. Only one GEM representative per area will attend.
 - SBOE is considering these revisions to [SBOE Policy III.N. Statewide General Education](#). second reading will be at the October SBOE meeting. One concern is that students who transfer into the Engineering program, which is one of the degree programs that need many math courses and take longer to finish those, so the policy changes attempt to add some flexibility in the gen ed requirements. Karen Appleby asked members to send their feedback and comments to Joanne Tokle and Catherine; they will compile them and send those comments on to Heidi Estrem at the State Board Office.

- c. UCC update – Bob Houghton
 - Executive committee met today to set the agenda for this Thursday’s first full UCC meeting..
 - October 20 is the deadline for UCC proposals

5. Unfinished Business:

- a. Nominations and Election for Vice Chair

Duties: Serves on GERC’s Executive Committee to set agenda and discuss upcoming and behind-the-scenes GERC business. Presides over meetings in absence of Chair. The GERC Vice Chair is not the Chair-elect for next year. Please consider nominating yourself or another member for consideration and election at the next meeting.

- b. Select internal and external reviewers and begin the process in early Fall 2023 for the next phase of the [Gen Ed Program Review](#).

Joanne shared her screen to show the ISU Academic Gen Ed Program Review self-study report for AY 2022-2023 written this past spring. This report was shared with Heidi Estrem at the State Board Office last spring. Heidi suggested enlisting some of the GEM committee members as potential external reviewers. Also need an internal reviewer from a department or program not directly involved with Gen Ed. Consider potentially asking someone from Student Affairs to serve as a third reviewer, since they work with students.

- c. New Assessment Plan Template with revised questions – for GERC’s consideration and approval

- [Assessment plan questions annotated - April 2023](#)
- [Assessment plan questions - revised April 2023](#)

Joanne described how last spring GERC talked about piloting the assessment plan template. GERC needs to approve the template before we can put it into formal use. GERC will ask for volunteers to try the new template before we vote on it.

- d. [Transferable Skills Project](#) - Darren Blagburn’s presentation and recommendations from last Spring:

Recommendations:

1. Expand the project to include all Gen. Ed. courses
2. Build appreciation of the importance of the balance between specific subject areas and transferable skills
3. Use lessons learned to finalize a tracking system and automate it.
4. Promote, Promote, Promote internally and externally [the need for a balance between transferable skills and the specific subject matter areas with employers and students alike.]

Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here. The Durable Skills focus of the GEM meeting may help inform the decision on this.

- e. Guidance/recommendations for a process for selecting ISU’s GEM Award nominees, and formally recognizing those excellent Gen Ed instructors here at ISU.

Selection process up to this point has been haphazard and Academic Affairs (in conjunction with college leadership) ends up asking faculty to put together a rather comprehensive nomination packet at the last-minute. Award is quite competitive; OSBE considers activities beyond just teaching gen ed courses. Although the state awards are for just the six GEM Objectives, ISU can recognize faculty from all nine of our Objectives.

Nominations will be requested in Spring 2024.

- f. Objective 1 ORC Report: Jim Skidmore

Jim Skidmore hopes to have the report ready for GERC’s review at the next meeting.

- g. Arrange meetings with discipline group members before and after the State Summit (October 12 and 13) GERC meets September 26 and October 10 before the State Summer on October 12. There is not yet an agenda out for the State Summit meeting. Plan on meeting with them on September 26; Joanne Tokle will contact the discipline group members and invite them to attend that GERC meeting.
6. **Assessment Plans** – departments are working on their revisions. GERC will hold off on these because there have not been any updates over the summer.
- a. [EDMT 2271 Working Review Document](#) for [2022 EDMT 2271 Obj 3 General Education](#) Assessment Plan
GERC has approved the course for Objective 3; still need to consider the Assessment Plan

Assessment Plans for discussion when ready:

- e. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions
- f. [PHIL 2260 Assessment Plan](#) – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

Physics will submit one or two Plans for GERC’s consideration to use as a template for the rest.

- g. [Revised Physics Assessment Plans folder](#)

- | | |
|---|--|
| PHYS 1100 Assessment Plan | |
| PHYS 1101 Assessment Plan | PHYS 1101L Assessment Plan |
| PHYS 1111 Assessment Plan | PHYS 1113 Assessment Plan |
| PHYS 1112 Assessment Plan | PHYS 1114 Assessment Plan |
| PHYS 1152 Assessment Plan | PHYS 1153 Assessment Plan |
| PHYS 2211 Assessment Plan | PHYS 2213 Assessment Plan |
| PHYS 2212 Assessment Plan | PHYS 2214 Assessment Plan |

- 7. **Future Business** – please contact Joanne Tokle if there is something you think GERC should work on this year.

8. **Adjourn: 3:34 p.m.**

Approved by GERC: September 12, 2023
 Accepted by UCC: September 14, 2023
 Accepted by Faculty Senate: September 25, 2023
 Accepted by Academic Affairs: September 29, 2023

Minutes

General Education Requirements Committee

Tuesday, September 12, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Kimberly Miller, Anna Grinath, Elizabeth Quick, Tayo Omotowa, Lexi Jorgenson
Ex-officio: Karen Appleby, Shu-Yuan Lin, Hala Abou Arraj, Sacha Johnson, Ben Bolin (UCC), Catherine Read
Excused: Karen Fullmer
Guests: none

1. Announcements:

Welcome to ASISU Student representative: Lexi Jorgenson. Everyone introduced themselves.

2. Council approved the Minutes for [August 29, 2023](#)

3. Updates and Information:

a. Executive Committee update

A Faculty Senator objected last week to a statement in GERC's March 28, 2023 Minutes and suggested alternative wording.

In approved minutes: "GERC considers all courses proposed as gen eds, and has authority to approve or reject a course in the Gen Ed Program"

Faculty Senate: "GERC considers all courses proposed as gen eds, and recommends approval or rejection of a course in the Gen Ed Program"

As the March 28, 2023 minutes were already accepted by UCC, Faculty Senate, and Academic Affairs, GERC will note the correction here rather than update archived minutes.

b. Academic Affairs update – Karen Appleby

Meeting to finalize the GEM Summit agenda is scheduled for next week. The discipline groups members have been invited to meet with GERC at their next meeting, which will be September 26.

c. UCC update – Ben Bolin

UCC is working on approving some proposals starting this week for some new changes to programs. Once that happens they will pass them on to Faculty Senate and Academic Affairs via the Minutes.

4. Unfinished Business:

a. Nominations and Election for Vice Chair

Duties: Serves on the Executive Committee to set agenda and discuss upcoming and behind-the-scenes GERC business. Presides over meetings in absence of Chair.

Nominations: **Tayo Omotowa** is willing to serve, and was nominated for Vice Chair. She was subsequently **elected**.

b. Select internal and external reviewers and begin the process in early Fall 2023 for the next phase of the [Gen Ed Program Review](#).

Review committee must have at least two members, one of which must be external to the institution, and another must be outside the Gen Ed program. Heidi Estrem suggested asking GEM Committee

members from the other institutions. GERC members were asked whether they had a preference for the reviewer to be from a 4-year versus 2-year institution, or if that would not matter. The former option was preferable, but not critical. Karen Appleby will check with the GEM Committee members from BSU, UI, and LCSC, to see who is available/willing to serve.

For a review internal to ISU, a suggestion was made to look at names from previous Distinguished Teaching Award lists, and come up with a short list of names that we can start with. Preferable to look at faculty who teach undergraduate courses rather than at the graduate level, and someone who is not directly involved with General Education. Consider asking for a third reviewer from Student Affairs.

ACTION ITEM: Before next meeting, please email suggested names for an internal reviewer to Joanne, Tayo, Anna, and Catherine

- c. Guidance/recommendations for a process for selecting ISU's GEM Award nominees, and formally recognizing those excellent Gen Ed instructors here at ISU. Consider creating a nomination/application form, instructions, and create a committee to review the applications and select the nominees.

Karen Appleby explained that each institution selects 6 nominees, one for each GEM Objective and sends those names to OSBE. The GEM Committee chooses the final award recipients from the institutions' nominees; one award recipient for each Objective. One requirement is that the nominee has to be currently teaching Gen Ed courses. There is also a leadership component for how over time they have led the implementation of high impact practices or durable, transferable skills, for example. Nomination packets are pretty intensive, and historically the call for nominations has gone out not long before the due date. ISU can start its process earlier to allow faculty more time to prepare their packets.

ISU would like to recognize its outstanding Gen Ed teachers for all nine Objectives, not just the six GEM Objectives.

ACTION ITEM: Karen Appleby will look at the past calls for nominations to use as a template for creating an internal process. She will write an initial draft to bring to GERC for further work next time.

- d. Objective 1 ORC Report: Jim Skidmore – he will try to get it finished up this week to bring for next time.

5. Assessment Plans – departments are working on their revisions:

- a. [EDMT 2271 Working Review Document](#) for [2022 EDMT 2271 Obj 3 General Education](#) Assessment Plan
GERC has approved the course for Objective 3; still need to consider the Assessment Plan

The PO has been working to address the comments posed by GERC last spring. The access problems have been solved so this should be forthcoming soon for GERC's consideration.

The rest of the agenda items were not ready for consideration yet, so were deferred for subsequent meetings.

6. Adjourn: 3:15 p.m.

Approved by GERC:	September 26, 2023
Accepted by UCC:	September 28, 2023
Accepted by Faculty Senate:	October 9, 2023
Accepted by Academic Affairs:	October 3, 2023

Minutes

General Education Requirements Committee

Tuesday, September 26, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Joanne Tokle, Beverly Ray, Kimberly Miller, Anna Grinath, Tayo Omotowa, Kara Kener
Ex-officio: Shu-Yuan Lin, Hala Abou Arraj, Sacha Johnson, Karen Fullmer, Ben Bolin (UCC), Catherine Read
Excused: Edward Kammerer, Elizabeth Quick; Karen Appleby; Erika Fulton
Guests: Abraham Romney, Jim DiSanza, Pageant Jones, Jessica Winston, Samantha Blatt,

1. Announcements and Introductions:

Welcome ISU's GEM Discipline Group members for pre-Gen Ed Summit discussion. Everyone introduced themselves.

- Abraham Romney (Obj. 1)
- Jim Disanza (Obj. 2)
- Pageant Jones (Obj. 3)
- Jessica Winston (Obj. 4)
- Samantha Blatt (Obj. 5)
- Erika Fulton (Obj. 6)

Also welcome the new ASISU member: **Kara Kener** (*Lexi Jorgenson can't attend GERC after all*)

2. Council approved the Minutes for [September 12, 2023](#)

3. GEM Summit - [joint discussion](#) in preparation for Statewide GEM Summit October 12-13

For the guests, Joanne Tokle gave a brief overview of what GERC has been working on recently. Objectives 3 and 4 are slated for review this coming Spring 2024. Departments will be asked to review their older assessment plans and update them as needed.

1. [Gen Ed Summit Agenda 2023](#) for reference

GERC is particularly interested in the discussion at the GEM summit about durable skills and how it relates to the transferable skills project.

The discipline groups have not met prior to the summit. Math has had a pre-summit meeting with Heidi.

Joanne asked GEM reps to express any concerns they may have about the Summit agenda. One of the previous attendees to last year's Gen Ed Summit reported that the agenda looks like a continuation of what was discussed last year with high impact practices, but that the durable skills focus is a new piece. There was a question about how durable skills are defined. Both GERC and the discipline groups are hoping for clarification on durable skills from the Summit and if there is overlap with the transferable skills that are listed in Darren Blagburn's project from last year. Would like to know how the conversations at the Summit connect the durable skills to general education. For example, how would these durable skills be assessed in general education?

Joanne listed the [transferable skills](#) included in Darren Blagburn's project from last year.

GERC wants to meet with the discipline group members again on October 24, 2023 for a

debrief on what is happening on the state level. Joanne will send them a Zoom invitation to that meeting.

The Discipline Group members left the meeting at this point.

2. SBOE is considering these revisions to [SBOE Policy III.N. Statewide General Education](#).

Hala will attend the Registrar's council meeting next week and be able to provide more context and a specific example so GERC will be able to respond to Faculty Senate.

4. Updates and Information:

- a. Executive Committee update - none
- b. Academic Affairs update – Karen Appleby - no report
- c. UCC update – Ben Bolin
UCC meets this Thursday to consider several proposals, more will be coming soon. A few new Gen Ed courses are being proposed, so GERC will soon be receiving new course proposals and assessment plans to consider.

Update from Bob Houghton on conversations in Faculty Senate. There was a conversation about a possible DEI course which was an inquiry regarding funding to conduct a survey, but there is no funding. A proposal for a gen ed course on sustainability is coming from Civil Engineering.

5. Unfinished Business:

- a. Select two or three internal and one or two external reviewers and begin the process in early Fall 2023 for the next phase of the [Gen Ed Program Review](#).

Potential candidates/nominees:

GERC members did not have any suggestions to offer. The Executive Committee has come up with a few names and will check with those people to see if they are interested in serving.

Internal ISU:

External:

Student Affairs?: Vice President of Student Affairs is working on finding someone.

- b. Guidance/recommendations for a process for selecting ISU's GEM Award nominees, and formally recognizing those excellent Gen Ed instructors here at ISU. Consider creating a nomination/application form, instructions, and create a committee to review the applications and select the nominees.

For GERC's consideration and suggestions:

[DRAFT: ISU Excellence in General Education Teaching Award Nomination](#) -

Joanne Togle displayed the draft document and briefly described its purpose. This is a start, but should be more fully fleshed out to reflect how the faculty want to recognize the efforts of their colleagues

ACTION: GERC members need to review this document more thoroughly and post their comments and suggestions for consideration at the next meeting.

- c. Objective 1 ORC Report: Jim Skidmore
Will be on the agenda for next time, and will be sent out to members in advance. Everyone should read the report and discuss it next time.

6. Assessment Plans – departments are working on their revisions:

- a. New Assessment Plan Template with revised questions – for GERC’s consideration and approval
[Assessment plan questions annotated - April 2023](#)
[Assessment plan questions - revised April 2023](#)

ACTION: GERC will pilot the [Assessment plan questions - revised April 2023](#) template this fall to see how well it works out

The PHYS 1113 Assessment Plan is now ready for GERC’s consideration and feedback. It will be on the next meeting agenda for discussion. Once the first Physics plan is approved, it will serve as a model for the rest.

- b. [2022 EDMT 2271 Obj 3 General Education](#) Assessment Plan
 GERC has approved the course for Objective 3; still need to consider the Assessment Plan

Assessment Plans for discussion when ready:

- c. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions
- d. [PHIL 2260 Assessment Plan](#) – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

Physics will submit one or two Plans for GERC’s consideration to use as a template for the rest.

- e. [Revised Physics Assessment Plans folder](#)

PHYS 1100 Assessment Plan	
PHYS 1101 Assessment Plan	PHYS 1101L Assessment Plan
PHYS 1111 Assessment Plan	PHYS 1113 Assessment Plan
PHYS 1112 Assessment Plan	PHYS 1114 Assessment Plan
PHYS 1152 Assessment Plan	PHYS 1153 Assessment Plan
PHYS 2211 Assessment Plan	PHYS 2213 Assessment Plan
PHYS 2212 Assessment Plan	PHYS 2214 Assessment Plan

7. Future Business -

- a. Discipline group members are scheduled to meet with GERC before and after the State Summit, on September 26 and October 24.
- b. [Transferable Skills Project](#) - for October 24 meeting:
 Darren Blagburn’s presentation and recommendations from last Spring. Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here.

8. Adjourn: 3:55 p.m.

Approved by GERC: October 10, 2023
 Accepted by UCC: October 19, 2023
 Accepted by Faculty Senate: November 6, 2023
 Accepted by Academic Affairs: October 26, 2023

Minutes

General Education Requirements Committee

Tuesday, October 10, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Kimberly Miller, Anna Grinath, Kirsten Bernabee, Tayo Omotowa, Jonathan Gaddy, Elizabeth Quick,
Ex-officio: Shu-Yuan Lin, Karen Appleby, Hala Abou Arraj, Sacha Johnson, Karen Fullmer, Ben Bolin (UCC), Catherine Read
Excused: Kara Kener

1. Announcements:

Welcome to the new COSE member **Kirsten Bernabee** and COH member **Jonathan Gaddy**.

2. Council approved the **Minutes** for [September 26, 2023](#).

3. Updates and Information:

a. Executive Committee update – Joanne Tokle

Reminder that **Objectives 3 and 4** are due for Objective Review this January so departments should start working on their Five-Year Reports for all courses within those Objectives.

b. Academic Affairs update – Karen Appleby

Karen will be attending the annual Statewide General Education Summit this Thursday and will share the highlights with GERC when she returns. The Summit's focus will be on embedding durable skills into the Objectives and best ways to promote the benefits of general education. The ISU discipline group reps will also meet with GERC at their October 24 meeting to report back their groups' discussion highlights.

c. UCC update – Ben Bolin

Will not meet this week. Proposals are starting to come in so the pace will pick up shortly.

d. Update from Registrar on proposed revisions to [SBOE Policy III.N. Statewide General Education](#)

Hala reported that the Registrars met last week, and they asked Heidi Estrem from the Office of the State Board (OSBE) for clarifications. The policy change is intended to give universities more flexibility in counting gen ed credits as students transfer in from community colleges to specific degree programs at four-year institutions. An example of the proposed Specialized Associate's degree would be an Associate of Engineering (AE) degree, not an AA, nor AS, nor AAS degree. These situations will be evaluated on a case-by-case basis. Hala answered members' questions. The second reading of this policy change is on next week's SBOE agenda for consideration.

4. Unfinished Business:

a. Review team for the next phase of the [Gen Ed Program Review](#).

Proposed [Program External Review Committee Responsibilities](#)

Review Team:

Internal ISU faculty reviewer: Dr. Susan Belliston, Nursing

External reviewer: Dr. Martin L. Gibbs, Dean of Liberal Arts and Sciences, LCSC

Student Affairs reviewer: Felice Otero, Associate Dean of Students

ACTION: Members will continue adding their suggestions, edits, and comments to the list of responsibilities.

- b Proposed ISU Excellence in General Education Teaching Award.

For GERC's consideration and suggestions:

DRAFT: ISU Excellence in General Education Teaching Award Nomination -

ACTION: Karen Appleby will draft more specific protocol for nominations for the next meeting, including a streamlined application materials process.

- c **Objective 1 ORC Report:** Jim Skidmore

ACTION: Motion to **accept** the Objective Review Committee (ORC) Report for Objective #1, and GERC will revisit the assessment process in a future meeting. Motion **passed**. ([Appendix A](#))

5. Assessment Plans – ready for GERC's review

- a. **Obj 5 2022 PHYS 1113 Gen Ed Assessment Plan** -

ACTION: Motion to approve the PHYS 1113 Assessment Plan. Motion **passed**.

- b. **Obj 6 PSYC 1101 Assessment Plan - 2nd Cycle FY2022** - revisions to be considered by GERC.

ACTION: The Chair will contact the Proposal Originator, Dr. Shannon Lynch, for clarification on two points and GERC will reconsider the plan at the next meeting.

- c. **Obj 3 2022 EDMT 2271 General Education Assessment Plan**

ACTION: Motion to **approve** the EDMT 2271 Assessment Plan. Motion **passed**.

Assessment Plans for discussion when ready:

- d. **Obj 8 FIN 1115 Assessment Plan** – remanded for revisions

- e. **PHIL 2260 Assessment Plan** – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

Physics submitted the Plan for PHYS 1113 (listed above) for GERC's consideration to use as a template for the rest once it is approved.

- f. **Revised Physics Assessment Plans folder**

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1114 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

6. Future Business -

- a. Discipline group members are scheduled to meet with GERC again on October 24 after the State Gen Ed Summit scheduled for mid-October.
- b. New Assessment Plan Template with revised questions – for GERC’s consideration and approval after review of pilot plans this fall.
[Assessment plan questions annotated - April 2023](#)
[Assessment plan questions - revised April 2023](#)
- c. [Transferable Skills Project](#) - for October 24 meeting:
Darren Blagburn’s presentation and recommendations from last Spring. Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here.

8. Adjourn: 4:02 p.m.

Approved by GERC: October 24, 2023
Accepted by UCC: October 26, 2023
Accepted by Faculty Senate: November 6, 2023
Accepted by Academic Affairs: October 31, 2023

APPENDICES

Assessment Plans Approved

1. [Obj 5 2022 PHYS 1113 Gen Ed Assessment Plan](#)
2. [Obj 3 2022 EDMT 2271 General Education Assessment Plan](#)

Other Documents Accepted:

A. Objective Review Committee Report

Objective 1, Written Communication, Spring 2023

Objective Review Committee Membership: Jim Skidmore, Shannon Kobs Nawotniak, Margaret Johnson

- A. Evaluate the assessment plan for each course, together with its implementation. Provide a brief summary of the Committee’s findings in this area. Describe any recommended changes.

There are approved plans for ENGL 1102 and HONS 1101, and the committee sees no problem with these plans. The implementation of the plan for ENGL 1102 has been consistent, with methods modified over time. As the 5-year report from English states, “This past five-year period has been primarily a period of finding the best assessment instruments, the best rubric, and best processes for assessment.” At the time of the last Objective 1 Review in 2018, implementation of the HONS 1101 plan had not yet begun. Significant progress has now been made, and several annual reviews have been conducted. The 5-year report from Honors outlines some gaps that have occurred in the annual assessment of learning outcomes, and it notes that these can be fixed in the future with better communication during “handoffs” of assessment responsibility. The committee does not have any significant concerns or recommendations regarding ongoing assessment for courses in this objective.

B. Evaluate the assessment *outcome* for each course. To what extent are students in each course satisfactorily achieving the learning outcomes for the objective? Provide a brief summary of the Committee’s findings in this area. Describe any recommended changes.

Annual assessment for both HONS 1101 and ENGL 1102 have consistently demonstrated that most students are satisfactorily achieving the learning outcomes in these courses. Results for HONS 1101 have typically ranged from 70-80%. The data for ENGL 1102 is more complicated in recent years due to experimentation with different methods of assessment. As the English 5-year report indicates, in some years only indirect assessment tools were used, including student surveys; and these resulted in unusually low percentages of students deemed to have satisfactorily achieved the outcome. It’s quite clear that this inconsistency in the data is an artifact of the changing review methods, rather than any changes in the courses themselves or in student learning. English has now implemented a “capstone” assignment for ENGL 1102, and it expects that this assignment will allow for a more accurate assessment of student achievement of the learning outcomes. The review committee does not recommend to the programs any changes in this area beyond those that have already been proposed by the programs themselves.

The committee does, however, have recommendations to the General Education Requirements Committee regarding the current annual assessment procedures and expectations. We find that there are features of the current process that increase the burden of assessment on programs without any clear benefit. This leads to frustration among faculty and a tendency not to take the process seriously. These features include: 1. The emphasis on conducting a review of direct assessment tools—i.e., the work of a large numbers of students—*every year*, rather than on a less frequent interval such as every other year; and 2. A tendency to dismiss or discount any role for *instructor reflection* in assessing student achievement of learning outcomes.

It is likely that direct assessment of student work, with the use of a rubric, is favored over instructor reflection because the former produces *numbers* (percentages) whereas the latter does not. These numbers can have the appearance of objectivity, whereas instructor reflection can seem merely subjective. But it is very important to acknowledge the apparent objectivity of the numbers produced by the rubrics is mostly *illusory*.

For this reason, the committee recommends that programs be accorded more flexibility in how they conduct annual assessment. Programs can then use this flexibility to design assessment methods that remain thoughtful and instructive while minimizing the burdens placed on faculty.

- C. Evaluate the list of courses currently approved to satisfy the objective. To what extent does the current list contribute to a strong, coherent system of general education. Would a reduction or increase in the number or variety of courses in this objective strengthen the overall system? Provide a brief summary of the Committee's findings. Describe any recommended changes.**

It is clear to the committee that the first-year writing sequence (ENGL 1101/1102) is crucial to a system of general education that is academically strong. It also sees HONS 1101 as an appropriate alternative for students in the Honors program. These courses must remain at the core of Objective 1. In light of this objective's focus on fundamental writing skills, it is not clear that a wider variety of courses would be helpful. We do not recommend changes in this area.

- D. Evaluate the stated learning outcomes of this general education objective. Are there any problems with the learning outcomes as currently described, or ways in which they might be improved? Provide a brief summary of the Committee's findings in this area. Describe any recommended changes.**

The committee does not see a need for alteration in the current learning outcomes for Objective 1. The English 5-year report notes that its faculty have representation on the statewide disciplinary group for Objective 1, and it has directed any occasional concerns through those representatives.

- E. Evaluate the objective itself and its place within the system of general education. To what extent does the objective, in its current form, contribute to a strong overall system of general education? Are there ways in which the objective could be modified to improve it? Could the system be improved with its elimination or replacement? Provide a brief summary of the Committee's findings in this area. Describe any recommended changes.**

The committee does not have changes to recommend in this area. As mentioned above, it is very clear that Objective 1 is a crucial component of the general education system. The current 2-course sequence is in line with national best practices and should not be altered.

Accepted by GERC: October 10, 2023, with a note that GERC will revisit the assessment process in a future meeting.

Minutes

General Education Requirements Committee

Tuesday, October 24, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Kimberly Miller, Anna Grinath, Kirsten Bernabee, Jonathan Gaddy, Elizabeth Quick
Ex-officio: Shu-Yuan Lin, Karen Appleby, Hala Abou Arraj, Sacha Johnson, Ben Bolin (UCC), Catherine Read
Excused: Tayo Omotowa, Kara Kener; Karen Fullmer
Guests: Abraham Romney, Jim DiSanza, Pageant Jones, Jessica Winston, Samantha Blatt

1. **Announcements:** none
2. Council **approved** the Minutes for [October 10, 2023](#).
3. **GEM Summit debrief with ISU's discipline group reps**
 - [Gen Ed Summit Agenda 2023](#) for reference

- **Karen Appleby** (Academic Affairs GEM rep) - outlined the goals of this Summit, based on [Durable Skills](#). A copy of the Skills circle is included in [Appendix A](#) below.
- The Discipline Group reps' summary of the Summit proceedings is included below as [Appendix B](#).

Discussion on the benefits and problems in promoting the value and usefulness of general education and durable skills to community and non-education public.

ACTION: Joanne Tokle will write a brief Summary of the main points in this discussion and attach it as an Appendix to these Minutes. She will contact Erika Fulton to get information on what the Objective 6 Group discussed.

4. Updates and Information:

- a. Executive Committee update – annual assessment reports are due November 1.
- b. Academic Affairs update – Karen Appleby – nothing to report
- c. UCC update – Ben Bolin – more proposals being processed as they come in for this Thursday's meeting

5. Unfinished Business:

- a. [Gen Ed Program Review](#).

Program Review Team:

Internal ISU: Dr. Susan Belliston, Nursing

External: Dr. Martin Gibbs, Lewis and Clark State College, Dean of Liberal Arts & Sciences

Student Affairs: Felice Otero, Associate Dean of Students

ACTION: The review committee will complete its work in early Spring semester, 2024.

- b Guidance/recommendations for a process for selecting ISU's GEM Award nominees, and formally recognizing those excellent Gen Ed instructors here at ISU. Consider creating a nomination/application form, instructions, and create a committee to review the applications and select the nominees.

For GERC's consideration and suggestions:

DRAFT: ISU Excellence in General Education Teaching Award Nomination -

ACTION: Karen Appleby will finalize the document and bring it to GERC next time for final review.

- c. Select GERC members to chair Objectives 3 & 4 Review Committees in early Spring 2024:
Objective 3: Anna Grinath volunteered to serve as Chair of this review committee.
Objective 4: no volunteers yet

Jim Skidmore and Shu-Yuan Lin briefly described what the review committee does in reviewing all the Five-Year reports for the courses in the Objective and writing up an overview report of the findings and recommendations. Description of the process is posted on GERC's webpage: [Course & Program Assessment Process](#) under **Obligations of GERC and Objective Review Committees (ORCs)**.

ACTION: Members will consider serving on the Objective 4 ORC and forward nominations for consideration next meeting.

6. **New Gen Ed Course Proposals** - time critical, ready for GERC's review

- a. [CE 1140 Obj 5 New Gen Ed Course Proposal](#)
Motion and second to approve. Discussion. Motion **passed**, the course was **approved** for Objective 5.
- b. [CE/ME 1150 Obj 9 New Gen Ed Course Proposal](#)
Need more clarification on the extent of diversity this course will encompass.
Remanded back to the department to address the council's concerns and suggestions.
- c. [HCA 1115 Obj 9 New Gen Ed Course Proposal](#)
Remanded back to the department for revisions.

One more gen ed course proposal is in the works, it will be sent out to members as soon as received. Decision to not hold an extra meeting and stay with the next meeting as scheduled on November 14.

7. **Assessment Plans** – ready for GERC's review

- a. [Obj 6 PSYC 1101 Assessment Plan - 2nd Cycle FY2022](#) - revisions to be considered by GERC.

Assessment Plans for discussion when ready:

- a. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions
- b. [PHIL 2260 Assessment Plan](#) – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

Physics submitted the Plan for PHYS 1113 (listed above) for GERC's consideration to use as a template for the rest once it is approved.

f. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1114 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

[PHYS 2213 Assessment Plan](#)

[PHYS 2214 Assessment Plan](#)

7. Future Business -

a. Review General Education section of draft NWCCU Midcycle Review Report–November 28 meeting

b. New Assessment Plan Template with revised questions – for GERC's consideration and approval after review of pilot plans this fall.

[Assessment plan questions annotated - April 2023](#)

[Assessment plan questions - revised April 2023](#)

c. [Transferable Skills Project](#) - for October 24 meeting:

Darren Blagburn's presentation and recommendations from last Spring. Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here.

8. Adjourn; 4:10 p.m.

Approved by GERC: November 14, 2023

Accepted by UCC: November 16, 2023

Accepted by Faculty Senate: November 27, 2023

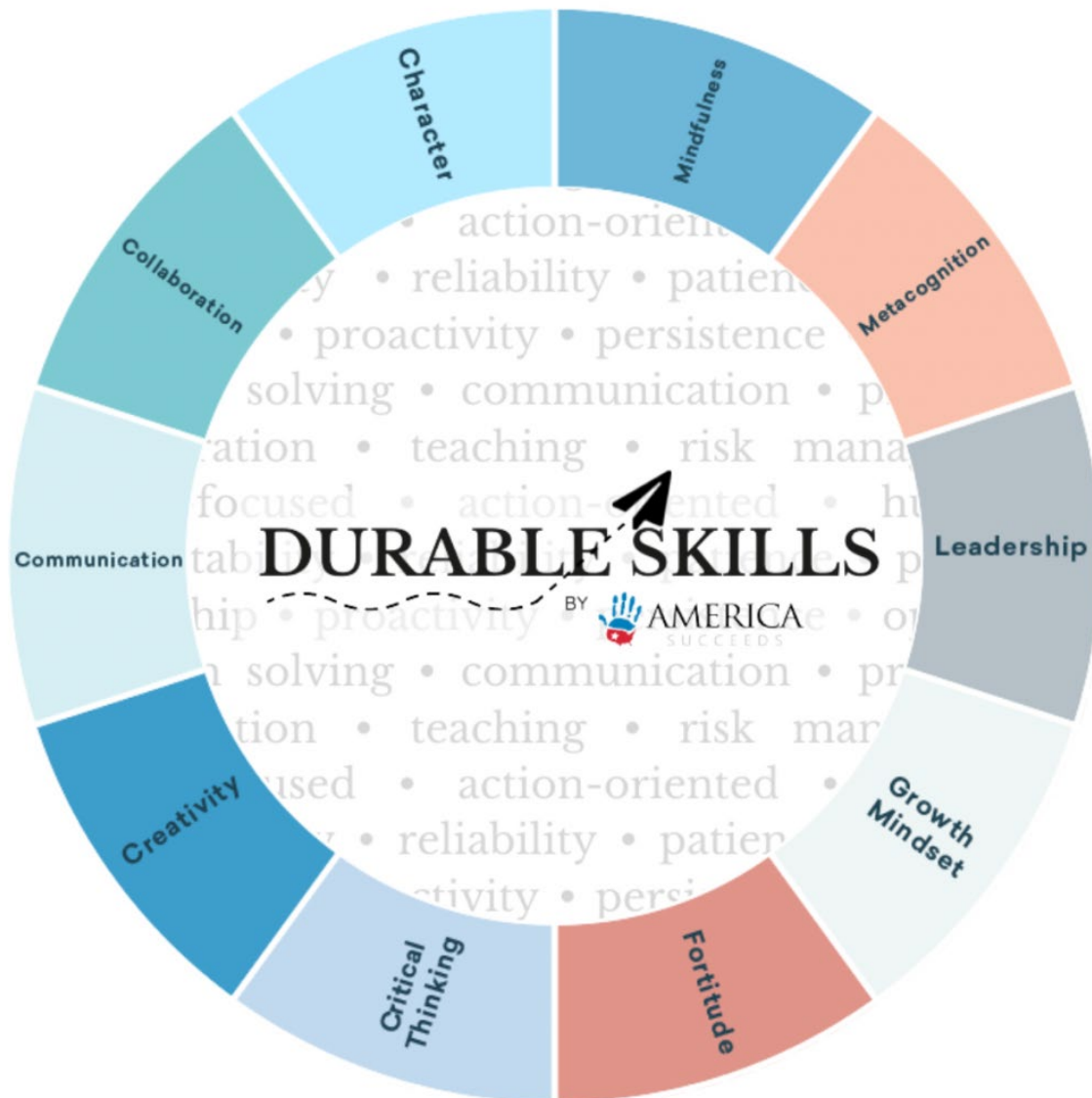
Accepted by Academic Affairs: December 5, 2023

APPENDIX A

High Demand for Durable Skills

In an era when technical skills are evolving at an unprecedented pace, there is an important set of durable 'soft skills' that last a lifetime. Durable Skills include a combination of how you use what you know – skills like critical thinking, communication, collaboration, and creativity – as well as character skills like fortitude, growth mindset, and leadership.

Analysis of 80 million job postings from 2020-2021 reveals that 7 of the 10 most-requested skills are Durable Skills. And, the top 5 Durable Skills were requested in job postings 4.7 times more often than the top 5 hard skills. In short, Durable Skills are in demand for jobs across the workforce, regardless of educational attainment level, industry sector, or geography.



America Succeeds believes better integrating Durable Skills into education pathways will help ensure a broader group of learners ultimately find success in their careers and communities.

APPENDIX B

STATE GEN ED SUMMIT SUMMARY – OCTOBER 24, 2023 GERC MEETING

Objective 1, Written Communication: Abraham Romney

English had misidentified research as a high impact practice (HIP), when it is really for lab work. They started a map as to where durable skills are in writing, and debated what skills are applicable and where they apply. Durable skills are useful for discussing impacts of written communication skills. They discussed what grade counts—does a D count as passing in ENGL 1102?

Objective 2, Oral Communication: Jim DiSanza

Four main discussion items:

1. Military credits—it was difficult to categorize military credits for oral communication. Approved everything.
2. Transfer credits—not all state institutions were in alignment with oral comm credits. CSI didn't allow a course from California, although all other institutions did allow it. That issue has been resolved.
3. Early College Program (ECP)—there are frustrations with hidden costs to institutions. 60% of CSI's enrollment is ECP. Hence, it will be hard to make changes to this.
4. Durable skills—Communication loved this concept. 82 million job ads were searched, and skills on the outside of the [Durable Skills] circle were listed in these ads. These skills mapped into the major skill sets on the inside of the circle.

Objective 3, Mathematical Ways of Knowing: Pageant Jones

This group discussed transfer credits for the common indexed courses. Some institutions still have 2253 instead of 1153 for statistical reasoning courses. How do objectives line up across institutions for these courses? The durable skills wheel could be used as pre- and post-evaluation of students. The group identified critical thinking, fortitude, growth mindset, communication, and collaboration as important for Objective 3. This was challenging because there is no specific skill that everyone gets, and students progress through these skills.

Objective 4, Humanistic and Artistic Ways of Knowing: Jessica Winston

1. My group (humanities) discussed both the value and concerns around durable skills: it is very useful to articulate how these skills are inculcated in our courses at all levels, including general education, but durable skills are not argument for general education, or any major, or even university education, since these can and should be fostered in many areas of training, emphasis, etc.

2. My group (humanities) discussed whether sequential language courses, courses where there are two classes and one is the prereq for the other should be allowed to count toward the general education 6 credits in the humanities ways of knowing, e.g. FREN 1101 and FREN 1102. My group suggested a whitepaper go further up to explore this issue, but also suggesting concerns,

such as creating a precedent for having two courses with one prefix allowed for other general education categories.

Like Jim, I wish that there had been more discussion of dual enrollment, but I mentioned that SBOE is putting together a review of dual credit. I don't know what form this will take, but it was mentioned in the SBOE announcements.

Finally, I did not mention this, but we got some interesting background on Idaho Launch that might be valuable to share. Mainly, it was begun as workforce training, not an advanced opportunity, and it is housed in workforce training at the state level. There are questions about integration with advanced opportunities, but it's really about workforce development and less about college degrees.

Objective 5, Scientific Ways of Knowing: Samantha Blatt

This group started to plan their next meeting and will meet before next Summit. The common course listing will be revisited. They will reconsider prerequisites on general education courses. They also discussed military transfer credits. They mapped some HIPs to durable skills, including critical thinking, collaboration, and mindfulness. They recommended including these skills on syllabi. Many of these skills are obtained through lab assignments, but they would like to identify other assignments as well.

Objective 6: Erika Fulton

For Objective 6, the two main things we were asked to do is share ways we are using high impact practices (HIP) in our classrooms and discuss how we are or could teach durable skills. Lots of good ideas for HIP, primarily from the community colleges, but I'm not sure anyone wrote these down. We all felt like we have been teaching durable skills since the beginning of teaching time but could be more explicit with students about how and when we are doing this. One suggestion was to survey/assess students' perceptions of how various parts of a class helped them develop durable skills. We agreed that history has typically been under-represented at the summit and I would like to encourage someone from history to go next year in my place.

Minutes

General Education Requirements Committee

Tuesday, November 14, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Tayo Omotowa, Kimberly Miller, Anna Grinath, Kirsten Bernabee
Ex-officio: Shu-Yuan Lin, Karen Appleby, Hala Abou Arraj, Sacha Johnson, Ben Bolin (UCC), Catherine Read
Excused: Kara Kener; Karen Fullmer, Jonathan Gaddy, Beverly Ray
Guest: None

1. **Announcements:** None

2. Council **approved**, with one abstention, the Minutes for [October 24, 2023](#)

3. **Updates and Information:**

a. Executive Committee update –

b. Academic Affairs update – Karen Appleby, Cindy Hill

[Mid-cycle Accreditation Report](#) – draft for GERC's review; feedback is due by next meeting on **Nov. 28**.

c. UCC update – Ben Bolin

UCC meets this week to finish considering proposals for the 2024-25 catalog. Awaiting GERC's decision on the new Gen Ed course proposals under consideration today.

4. **Unfinished Business:**

a. Guidance/recommendations for a process for selecting ISU's GEM Award nominees, and formally recognizing those excellent Gen Ed instructors here at ISU. Consider creating a nomination/application form, instructions, and create a committee to review the applications and select the nominees.

For GERC's consideration and suggestions:

[Updated DRAFT: ISU Excellence in General Education Teaching Award Nomination](#) -

Karen Appleby explained the idea behind this award and nomination process. Academic Affairs is asking GERC if they are willing to serve as the nomination review committee. Deans would like to honor all nominees at the annual Teaching and Learning symposium, not just the award winners. Recusal process is included, since many of GERC members also teach gen ed courses. Karen answered members' questions.

c. Select GERC members to chair Objectives 3 & 4 Review Committees in early Spring 2024:

Objective 3: Anna Grinath volunteered

Objective 4: (*co-chairs would be helpful...*) No volunteers, deferred until next meeting.

5. **New Gen Ed Course Proposals** - time critical, ready for GERC's review

a. [CE/ME 1150 Obj 9 New Gen Ed Course Proposal](#) - remanded last time for revisions

Motion to approve the document with the attachment for Objective 9. Motion **seconded**. Motion **passed** unanimously. **CE/ME 1150 was approved for Objective 9.**

ACTION: Catherine Read will fix the Google Doc course proposal to match the .pdf document submitted as the supplemental information.

- b. [HCA 1115 Obj 9 New Gen Ed Course Proposal](#) - remanded last time for revisions

Motion to approve the proposal. Motion **seconded**.

Motion **passed** unanimously. **HCA 1115 was approved for Objective 9.**

ACTION: Catherine Read will fix the Google Doc course proposal to match the .pdf document submitted as the supplemental information. Embed the comments into the proposal before resolving them.

- c. [SPAN 2221 Obj 9 New Gen Ed Course Proposal](#)

Motion to approve the proposal for SPAN 2221 for Objective 4. Motion **seconded**.

Motion **passed**, with 4 in favor, 1 against, and 1 abstention.

- d. GERC's [UCC Proposal #72](#) to update the Gen Ed Program within the undergraduate catalog

Motion to approve Proposal #72 to update the Gen Ed Program in accordance with all changes approved over the course of this catalog cycle. Motion **seconded**.

Motion **passed** unanimously.

6. Assessment Plans – ready for GERC's review

- a. [Obj 6 PSYC 1101 Assessment Plan - 2nd Cycle FY2022](#) - revisions to be considered by GERC.

Motion to approve this Assessment Plan. Motion **seconded**. Discussion.

Motion **passed** unanimously, the Plan was approved..

Assessment Plans for discussion when ready:

- a. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions

- b. [PHIL 2260 Assessment Plan](#) – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC's consideration when they are ready.

- f. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1114 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

7. Future Business -

- a. [Transferable Skills Project](#) - for November 28 meeting:
Darren Blagburn's presentation and recommendations from last Spring. Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here.
- b. New Assessment Plan Template with revised questions – for GERC's consideration and approval after review of pilot plans this fall.
[Assessment plan questions annotated - April 2023](#)
[Assessment plan questions - revised April 2023](#)

8. Adjourn: 3:48 p.m.

Approved by GERC: December 12, 2024
Accepted by UCC: December 13, 2023 via email vote
Accepted by Faculty Senate: February 26, 2024
Accepted by Academic Affairs: April 10, 2024

APPENDICES

New Gen Ed Course Proposals Approved:

1. [CE/ME 1150 Obj 9 New Gen Ed Course Proposal](#)
2. [HCA 1115 Obj 9 New Gen Ed Course Proposal](#)
3. [SPAN 2221 Obj 9 New Gen Ed Course Proposal](#)
4. GERC's [UCC Proposal #72](#) to update the Gen Ed Program within the undergraduate catalog

Assessment Plans Approved

1. [Obj 6 PSYC 1101 Assessment Plan - 2nd Cycle FY2022](#)

Other Documents Accepted: none this week

Minutes

General Education Requirements Committee

Tuesday, December 12, 2023

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Tayo Omotowa, Jonathan Gaddy, Kimberly Miller, Anna Grinath, Kirsten Bernabee
Ex-officio: Shu-Yuan Lin, Karen Appleby, Hala Abou Arraj, Sacha Johnson, Ben Bolin (UCC), Catherine Read
Excused: Kara Kener (ASISU); Karen Fullmer
Guest: Curt Whitaker, chair of Academic Standards Council

1. Announcements:

Curt Whitaker, chair of Academic Standards Council, will join GERC for discussion of ASC's proposal for Vertical Credits – see item 3.b. below.

2. Council **approved**, with one abstention, the Minutes for [November 14, 2023](#)

3. Updates and Information:

a. Executive Committee update – met Tuesday, Dec. 5 and finalized today's agenda.

b. Academic Standards Council – Curt Whitaker: ASC wants GERC's input on this document: [Vertical Credits Proposal](#) – would allow students with prior language experience who succeed in a higher level language course to be granted credits for preceding lower level courses in that language sequence.

Curtis gave a brief overview of the proposed policy and was asking for GERC's recommendation. Discussion ensued.

ACTION: Curtis Whitaker will bring the discussion points back to the Academic Standards Council, and will look into questions asked by GERC. GERC will provide feedback regarding vertical credits and general education.

c. Academic Affairs update – Karen Appleby
[ISU Excellence in Gen. Ed. Award nominations](#) – with Associate Deans' revisions, for GERC's review before it goes out to Deans.

Members discussed the revisions along with a few additional suggestions.

ACTION: Karen will make the suggested changes to the nomination section and the rubric, and will aim to have this process ready to put into use this coming semester. Nominations will be solicited at the start of spring 2024 semester.

d. UCC update – Ben Bolin – nothing to report.

4. Unfinished Business:

a. Select GERC members to chair Objectives 3 & 4 Review Committees in early Spring 2024:

Objective 3: Anna Grinath will chair

Objective 4: Tayo Omotowa and Joanne Tokle will co-chair. Tayo will take the lead on Languages, and Joanne will take the lead on Humanities/Fine Arts.

ACTION: Start putting the ORC committees together at the beginning of Spring semester. Departmental Five-Year Reports are due January 19.

b. [Transferable Skills Project](#)

Darren Blagburn's presentation and recommendations from last Spring. Since Darren has now left ISU, GERC and Academic Affairs should consider whether to continue this project into the future, or let it stop here.

This project was piloted by the College of Business and College of Technology last year.

Transferable skills are not easily crosswalked back to our general education objectives. The discipline group members that attended the statewide Gen Ed Summit in October 2023 were enthusiastic about durable skills.

ACTION: Motion to pursue [Durable Skills](#) instead of Transferable Skills. Motion **seconded**. Motion **passed**.

5. **Assessment Plans – ready for discussion, following approved [Plan for PHYS 1113](#) as a template**

a. [PHYS 1114 Assessment Plan](#)

b. [PHYS 2213 Assessment Plan](#)

c. [PHYS 2214 Assessment Plan](#)

ACTION: Motion to **approve** the assessment plans for PHYS 1114, PHYS 2213 and PHYS 2214. Motion **seconded**. Motion **passed** unanimously; the three Plans were approved.

Still awaiting revisions:

d. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions

e. [PHIL 2260 Assessment Plan](#) – GERC has **approved the course** for Objective 7; **Plan** still awaiting revisions

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC's consideration when they are ready.

f. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

7. Future Business -

- a. Annual Assessment Report Spreadsheet – forthcoming for GERC’s review in mid-January.
- b. New Assessment Plan Template with revised questions – for GERC’s consideration and approval after review of pilot plans this fall.

[Assessment plan questions annotated - April 2023](#)

[Assessment plan questions - revised April 2023](#)

8. Adjourn: 3.58 p.m.

Approved by GERC: January 23, 2024
Accepted by UCC: January 25, 2024 by email vote
Accepted by Faculty Senate: February 5, 2024
Accepted by Academic Affairs: February 13, 2024

Minutes

General Education Requirements Committee

Tuesday, January 23, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer; Joanne Tokle, Beverly Ray, Tayo Omotowa, Jonathan Gaddy, Ben Bolin, Anna Grinath, Kirsten Bernabee,
Ex-officio: Shu-Yuan Lin, Karen Appleby, Hala Abou Arraj, Cathy Leavitt, Catherine Read
Excused: Kara Kener (ASISU); Karen Fullmer
Guests: Jasun Carr

1. Announcements:

- Jasun Carr, Chair of Global Studies & Languages, joined GERC to discuss the Vertical Credits proposal.
- [Curt Whitaker provided supplemental information](#) for some of our questions about [Vertical Credits Proposal](#).
- Sacha Johnson in ITRC is stepping down from GERC; Catherine Leavitt is now representing ITRC.

2. Council **approved** the Minutes for [December 12, 2023](#) with one minor correction.

3. Updates and Information:

a. Executive Committee update – met Tuesday, Jan. 9 and finalized today's agenda.

b. Academic Standards Council – Jasun Carr

[Vertical Credits Proposal](#) – would allow students with prior language experience who succeed in a higher level language course to be granted credits for preceding lower level courses in that language sequence. [Curt Whitaker's supplemental comments](#).

Discussion. CLEP scores do not meet Objective 4 learning outcomes, yet students receive gen ed credit for taking CLEP exams. Allowing students to take a 2200-level language course and receive gen ed credit for 1100-level language courses would more likely fulfill the learning outcomes, though not necessarily.

ACTION: Joanne Tokle will pass along GERC's comments to Curt Whitaker for Academic Standards Council's consideration. The final feedback for ASC: by getting credits for two gen ed objectives via one course, are students really achieving the Objective 4 outcomes? The same question could be asked of using the CLEP exams to partially satisfy Objective 4.

c. Academic Affairs update – Karen Appleby

Statewide GEM meeting is this coming Thursday. Focus will be on Durable Skills and the gen ed framework. Karen will provide a report at our next meeting.

d. UCC update – Ben Bolin – nothing to report, UCC has not met yet this semester.

4. Unfinished Business:

a. Objectives 3 & 4 Review Committees in early Spring 2024 – still missing several reports so the committees can't start on these reviews just yet.

Objective 3: Anna Grinath, ORC chair

Objective 4:

- Fine Arts/Humanities - Joanne Tokle, ORC Co-chair
- Languages - Tayo Omotowa, ORC Co-chair

- b. [New Assessment Plan Template](#) with revised questions – for GERC’s consideration and approval
[Assessment plan questions annotated - April 2023](#)
[Assessment plan questions - revised April 2023](#)

ACTION: Motion to **adopt** the new Assessment Plan Template. Motion seconded. Motion **passed**.
This template will be used for all new assessment plans going forward.

5. Assessment Plans – ready for discussion

- a. [Obj 5 CE 1140 Assessment Plan Fall 2023](#) –
Reviewed and discussed by GERC.

ACTION: Joanne Tokle will take GERC’s suggestions back to the department to address in the Plan.

The remaining assessment plans pending were not ready for further action yet, they were deferred until future meetings.

7. Future Business -

- a. Annual Assessment Report Spreadsheet – forthcoming for GERC’s review in mid-February

8. Adjourn: 3:41 p.m.

Approved by GERC:	February 13, 2024
Accepted by Curriculum Council:	February 22, 2024 via email vote
Accepted by Faculty Senate:	February 27, 2024
Accepted by Academic Affairs:	April 10, 2024

APPENDICES

Documents Approved:

1. [New Assessment Plan Template](#) with revised questions

Minutes

General Education Requirements Committee

Tuesday, February 13, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer; Joanne Tokle, Beverly Ray, Tayo Omotowa, Jonathan Gaddy, Ben Bolin, Anna Grinath, Kirsten Bernabee, Elizabeth Tubbs
Ex-officio: Shu-Yuan Lin, Karen Fullmer, Hala Abou Arraj,
Excused: Karen Appleby, Cathy Leavitt, Catherine Read, Kara Kener (ASISU)
Guests: none

1. Announcements: none

2. Council approved the Minutes for [January 23, 2024](#).

3. Updates and Information:

- a. Executive Committee update – met Tuesday, February 6 and finalized today's agenda.
Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports *not discussed; deferred until next meeting*
- b. Academic Affairs update – Karen Appleby
[ISU Excellence in General Education Teaching Award Selection Process AY 23/24](#) -
 - Joanne showed Box folders that include the rubric, a spreadsheet to keep track of scores, and the candidate ranking form
 - As you go through the process, think about suggestions you may have to change the template
 - The idea is that all of the people who were nominated by the colleges (all people on the ranking form), will be recognized March 28; the winners for each Objective will be recognized at the Symposium for Teaching & Learning, and the winners for the GEM Objectives 1 through 6 will be forwarded to the State.
 - Joanne showed how nominees materials are organized on Box

ACTION: Each member should have their rankings completed by **March 8, 2024**.
- c. UCC update – Ben Bolin
UCC is now accepting new proposal requests for the 2025-26 catalog cycle.
 - UCC has not met yet this semester - no updates

4. Unfinished Business:

- a. Objectives 3 & 4 Review Committees in early Spring 2024: still missing several reports so can't start on these reviews just yet.
 - Objective 3: Anna Grinath, ORC chair
 - Objective 4: Joanne Tokle, ORC Co-chair, Tayo Omotowa, ORC Co-chair

5. Assessment Plans – *ready for discussion*

- a. [Obj 5 CE 1140 Assessment Plan Fall 2023](#) – revised since last GERC meeting, for GERC's review
 - There are still a couple of comments that have not yet been addressed in the revisions.

still awaiting revisions:

- b. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions
- c. [Obj 7 PHIL 2260 Assessment Plan - 2nd Cycle FY2024](#) **updated form to be used**

Original [PHIL 2260 Assessment Plan](#) to be replaced by updated plan on new form
GERC **approved the course** for Objective 7; **Plan** still awaiting submission to GERC

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC's consideration when they are ready.

d. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

*ready for review

New courses approved Fall 2023; awaiting submission of Assessment Plans:

[Obj 9 HCA 1115 Assessment Plan Fall 2023](#)

[Obj 9 CE/ME 1150 Assessment Plan Fall 2023](#)

[Obj 9 SPAN 2221 Assessment Plan Fall 2023](#)

7. Future Business

- a. Annual Assessment Report Spreadsheet – forthcoming for GERC's review in next few weeks
- b. Five-Year Report Template - review the template and consider revising
Not for discussion today; for future, please look at the Departmental 5-Year Objective Review Report Template and think about whether there are any changes you would like to make to improve the template. Joanne Tokle noticed that the instructions in the template and the instructions on the website are not completely aligned - there are things on the website that are not on the template.
- c. Check [new Assessment Plan template](#) (View access only) for alignment with [Qualtrics Survey form questions](#)
Compare the Assessment Plan template to the Qualtrics Survey form that people use to submit their annual reports and double check to make sure they are aligned.
- d. GERC Officer elections for next Fall (Chair, Vice Chair, Executive Secretary)
Think about nominations for potential officers for next year.

Eligible members: **Jim Skidmore, Edward Kammerer, Beverly Ray, Anna Grinath, Kirsten Bernabee, Elizabeth Quick**

The rest are either rotating off or will not be on GERC next year. Tayo Omotowa and Ben Bolin are eligible for re-election to GERC by their colleges.

8. Adjourn: 2:55 pm

Approved by GERC: February 27, 2024
Accepted by Curriculum Council: February 29, 2024 via email vote
Accepted by Faculty Senate: March 11, 2024
Accepted by Academic Affairs: April 10, 2024

Minutes

General Education Requirements Committee

Tuesday, February 27, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer; Joanne Togle, Beverly Ray, Tayo Omotowa, Jonathan Gaddy, Ben Bolin, Anna Grinath, Kirsten Bernabee, Elizabeth Tubbs
Ex-officio: Shu-Yuan Lin, Karen Fullmer, Hala Abou Arraj, Karen Appleby, Cathy Leavitt
Excused: Catherine Read, Kara Kener (ASISU)
Guests: none

1. **Announcements:** Dr. Martin Gibbs and Felice Otero will meet with GERC on March 12, 2024, as part of GERC's Program Review

2. **Minutes** for [February 13, 2024](#) for GERC's approval

- Minutes **approved**

3. **Updates and Information:**

a. Executive Committee update – met Tuesday, Feb. 20 and finalized today's agenda.

b. Academic Affairs update – Karen Appleby

- Review General Education Excellence awards by March 8

c. UCC update – Ben Bolin

UCC is now accepting new proposal requests for the 2025-26 catalog cycle.

- UCC is working on updating their course approval form in response to changes in reporting requirements by NWCCU.

4. **Assessment Plans – *ready for discussion***

a. [Obj 5 CE 1140 Assessment Plan Fall 2023](#) – revised since last GERC meeting, for GERC's review

- no new changes

b. [Obj 9 CE/ME 1150 Assessment Plan Fall 2023](#) - submitted 2/27 for GERC's review

- changes as of this morning, plan to review this for next GERC meeting

still awaiting revisions:

c. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions

d. [Obj 7 PHIL 2260 Assessment Plan - 2nd Cycle FY2024](#) **updated form to be used**

Original [PHIL 2260 Assessment Plan](#) to be replaced by updated plan on new form

GERC **approved the course** for Objective 7; **Plan** still awaiting submission to GERC

New courses approved Fall 2023; awaiting submission of Assessment Plans:

e. [Obj 9 HCA 1115 Assessment Plan Fall 2023](#)

f. [Obj 9 SPAN 2221 Assessment Plan Fall 2023](#)

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC's consideration when they are ready.

g. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

5. Unfinished Business:

- a. Reminder to review the nominations and rubrics linked in the [ISU Excellence in General Education Teaching Award Selection Process AY 23/24](#), fill out the scoring spreadsheet, and **complete your rankings no later than March 8, 2024.**
 - Jim and Joanne have processed the nominations with the rubric and found it straightforward
- b. [Five-Year Report Template](#) - review the template and consider revising
Please look at the Departmental 5-Year Objective Review Report Template and think about whether there are any changes you would like to make to improve the template.
 - On the website there are some items (e.g., grade distributions) that are not included in the 5-year objective review report template and we discussed that things on the website should be marked as “optional” in case people have been collecting and using those data, they can include them in the report but will know that they are not required.
 - Action item: the things on the website that are not on the 5 year report will be marked OPTIONAL
- c. Check [new Assessment Plan template](#) (View access only) for alignment with [Qualtrics Survey form questions](#)
 - No one identified inconsistencies
- d. Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports
 - Thoughts:
 - data on the patterns of missing reports would be most helpful in thinking about what type of policy would be appropriate
 - thoughts about how to simplify the assessment process to reduce the burden for departments to be able to submit the annual reports on time
- e. GERC Officer elections for next Fall (Chair, Vice Chair, Executive Secretary)
 - no nominations received as yet
- f. [2023 Fall Annual Gen Ed Assessment Report Spreadsheet](#) – organized by Objective for review of all courses for all years, and for feedback summaries for 2022-2023 reports only.
 - 1) Create [Feedback Summaries](#) for Fall 2023 Annual Assessment Reports - divide up workload among members (*report numbers below are all years, not just the 2022-23 period*)
 - Objectives 1** (3 reports), **2** (0 reports) & **8** (9 reports)
 - Objective 5** (42 reports)
 - Objective 6** (30 reports)
 - Objective 7** (19 reports)
 - Objective 9** (54 reports)

Feedback Summaries due to GERC **by April 8, 2024** so all members can review and approve them by

mid-April for distribution back to the departments before semester's end. Allow time for Catherine to process and handle distribution logistics.

7. Future Business -

- a. Objectives 3 & 4 Review Committees Reports – due to GERC by **April 1, 2024**

Objective 3: Anna Grinath, ORC chair

Objective 4: Joanne Tokle and Tayo Omotowa, ORC Co-chairs

8. Adjourn: 3:15pm

Approved by GERC:	March 12, 2024
Accepted by Curriculum Council:	March 21, 2024 via email vote
Accepted by Faculty Senate:	April 15, 2024
Accepted by Academic Affairs:	April 9, 2024

APPENDIX

None; no documents approved this meeting

Minutes

General Education Requirements Committee

Tuesday, March 12, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer; Joanne Tokle, Beverly Ray, Tayo Omotowa, Jonathan Gaddy, Ben Bolin, Anna Grinath, Kirsten Bernabee, Elizabeth Tubbs,
Ex-officio: Shu-Yuan Lin, Karen Fullmer, Hala Abou Arraj, Karen Appleby, Cathy Leavitt
Excused: Catherine Read, Kara Kener (ASISU)
Guests: Dr. Martin Gibbs (Dean of Liberal Arts & Sciences, Lewis and Clark State College) and Felice Otero (Associate Dean of Students, ISU).

1. Announcements:

2. Council **approved** the Minutes for [February 27, 2024](#) .

3. [GERC Gen Ed Program Review](#) - guests: Dr. Martin Gibbs (Dean of Liberal Arts & Sciences, Lewis and Clark State College) and Felice Otero (Associate Dean of Students, ISU)

4. Updates and Information:

- a. Executive Committee update – met Tuesday, March 5 and finalized today's agenda
 - Joanne gave an update to Faculty Senate on March 11
- b. Academic Affairs update – Karen Appleby
 - Karen Appleby presented the results of the General Education Excellence award
- c. UCC update – Ben Bolin – nothing to report; UCC has not met yet this semester.

5. Assessment Plans – *ready for discussion*

- a. [Obj 5 CE 1140 Assessment Plan - 2nd Cycle FY2024](#) – for GERC's review
Motion: for approval of the tidied-up assessment plan; motion seconded
Vote: assessment plan was **approved**
- b. [Obj 9 CE/ME 1150 Assessment Plan - 2nd Cycle FY2024](#) – for GERC's review
ACTION: GERC members to look at this one before the next meeting and make comments

still awaiting revisions: no action taken

- c. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions
- d. [Obj 7 PHIL 2260 Assessment Plan - 2nd Cycle FY2024](#) **updated form to be used**
Original [PHIL 2260 Assessment Plan](#) to be replaced by updated plan on new form
GERC had approved the **course** for Objective 7; **Plan** still awaiting submission to GERC

New courses approved Fall 2023; still awaiting submission of Assessment Plans:

- e. [Obj 9 HCA 1115 Assessment Plan - 2nd Cycle FY2024](#)
- f. [Obj 9 SPAN 2221 Assessment Plan - 2nd Cycle FY2024](#)

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC's consideration when they are ready.

g. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

6. Unfinished Business:

- a. Check [new Assessment Plan template](#) (View access only) for alignment with [Qualtrics Survey form questions](#)

ACTION: change new Assessment Plan template to say “optional” not “if applicable”

- b. GERC Officer elections for next Fall (Chair, Vice Chair, Executive Secretary)

Eligible members: Jim Skidmore, Edward Kammerer, Beverly Ray, Anna Grinath, Kirsten Bernabee, Elizabeth Quick

The rest are either rotating off or will not be on GERC next year. Tayo Omotowa and Ben Bolin are eligible for re-election to GERC by their colleges.

ACTION: at the beginning of next meeting the current executive committee will give summary of yearly activities

- c. Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports [GERC Gen Ed Assessment Reporting 2015-2021 FINAL April 4, 2023](#)

- Joanne brought this concern to Faculty Senate on March 12, 2024

[2023 Fall Annual Gen Ed Assessment Report Spreadsheet - 2nd Cycle](#) – organized by Objective for review of all courses for all years, and for feedback summaries for 2022-2023 reports only.

- Joanne went over how to review each course in the spreadsheet

- 1) Create **Feedback Summaries** for Fall 2023 Annual Assessment Reports - divide up workload among members

[Objective 1](#) (3 reports), [Objective 2](#) (0 reports) & [Objective 6](#) (19 reports)

[Objective 5](#) (24 reports)

[Objective 7](#) (15 reports) & [Objective 8](#) (6 reports)

[Objective 9](#) (41 reports, but many not filed)

Feedback Summaries are due to GERC **by April 8, 2024** so all members can review and approve them by mid-April for distribution back to the departments before semester's end. Allow time for Catherine to process and handle distribution logistics.

- Joanne went over how to fill out the feedback form and emphasized the importance of “One report for all sections in a course”; also this is a good opportunity to give feedback about simplifying assessment plans if the assessment process is too burdensome

ACTION: Volunteers for Objectives:

- **Objectives 1, 2, & 6:** Ed Kammerer & Jim Skidmore
- **Objective 5:** Kirsten Bernabee & Jonathan Gaddy
- **Objectives 7 & 8:** Elizabeth Tubbs
- **Objective 9:** Beverly Ray

7. Future Business -

a. Objectives 3 & 4 Review Committees Reports – due to GERC by **April 1, 2024**

[Objective 3:](#) Anna Grinath, ORC chair

[Objective 4:](#) Joanne Tokle and Tayo Omotowa, ORC Co-chairs

8. Adjourn: 4:02pm

Approved by GERC:	April 9, 2024
Accepted by Curriculum Council:	April 11, 2024 via email vote
Accepted by Faculty Senate:	April 15, 2024
Accepted by Academic Affairs:	May 7, 2024

APPENDICES

Assessment Plan Approved:

1. [Obj 5 CE 1140 Assessment Plan - 2nd Cycle Fall 2023](#)

Minutes

General Education Requirements Committee

Tuesday, April 9, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer; Joanne Tokle, Beverly Ray, Tayo Omotowa, Anna Grinath, Kirsten Bernabee;
Ex-officio: Shu-Yuan Lin, Ivory Fort (replacing Hala Abou Arraj), Karen Appleby, Cathy Leavitt, Catherine Read
Excused: Jonathan Gaddy, Elizabeth Tubbs, Ben Bolin, Kara Kener (ASISU); Karen Fullmer

1. **Announcements:** Welcome to Ivory Fort from the Registrar's Office, replacing Hala Abou Arraj on GERC.

2. Council **approved** the **Minutes** for **[March 12, 2024](#)**

3. **Updates and Information:**

a. Executive Committee update – none

b. Academic Affairs update – Karen Appleby

i) SBOE [Gen Ed Committee Durable Skills](#) presentation: **Thursday April 25, 2024 1:00-3:00 p.m. Mountain Time**

Open to all General Education faculty:

- 1:00-2:00 MT/12:00-1:00 PT Durable skills presentation: Dr James Hutson will give a presentation titled "Using Idaho's Statewide General Education Framework to Enhance Student Durable Skills." This presentation will explore strategies for explaining the vital work general education courses in Idaho do to advance the durable skills of students. It will highlight how faculty who teach courses in each Way of Knowing/disciplinary area can support the development of critical, adaptable skills necessary for success in a rapidly changing world. Participants will come away with actionable ideas to infuse durable skills instruction into their coursework as they engage students in deeper learning. **Registration required [at this link](#).**
- 2:05-3:00 MT/1:00-2:00 PT Durable skills and discipline/way of knowing discussion: Following this presentation, there will be a facilitated session with time to gather with colleagues from your discipline or way of knowing area. You will be able to learn from colleagues across the state as we continue to explore how to purposefully infuse durable skills across general education programs. Register for this Discipline/Way of Knowing Discussion at [this link](#).

ii) **ISU Accreditation Mid-cycle Review:** in-person onsite visit by NWCCU reviewers will be October 14-15, 2024

Reviewers will want to meet with GERC members during their onsite visit. Joanne Tokle asked Academic Affairs to share the mid-cycle report with GERC members in advance of the site visit. Cindy Hill will also meet with GERC before the NWCCU site visit to brief members on what to expect.

c. UCC update – Ben Bolin

UCC has not met this semester, no proposals or other business have come in. Will probably meet next week to elect next year's officers.

4. Assessment Plans – *ready for discussion*

- a. [Obj 9 CE/ME 1150 Assessment Plan Fall 2023](#) – not yet ready for GERC’s review
Shu-Yuan reported the department intends to finish this one up over the summer and will have it ready for GERC early next semester.

still awaiting revisions:

- b. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions, no further action on this one yet
- c. [Obj 7 PHIL 2260 Assessment Plan - 2nd Cycle FY2024](#) **updated form to be used**
Original [PHIL 2260 Assessment Plan](#) to be replaced by updated plan on new form
GERC **approved the course** for Objective 7; **Plan** still awaiting submission to GERC

Jim Skidmore reported he is finishing this one up and should have it ready for GERC’s review next meeting on April 23, 2024.

New courses approved Fall 2023; awaiting submission of Assessment Plans:

- d. [Obj 9 HCA 1115 Assessment Plan Fall 2023](#) –

ACTION: GERC members please review this plan and post comments for the department to address in advance of GERC’s next meeting.

- e. [Obj 9 SPAN 2221 Assessment Plan Fall 2023](#) – *no further action on this one yet.*

Physics is using the approved Plan for PHYS 1113 as a template for the rest of these; will submit the completed Plans for GERC’s consideration when they are ready.

- f. [Revised Physics Assessment Plans folder](#)

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

ACTION: Joanne and Anna will follow up with the department to get some of these finished up for consideration next week.

5. Unfinished Business:

- a. GERC Officer elections for next Fall (Chair, Vice Chair, Executive Secretary)
Eligible members: **Jim Skidmore, Edward Kammerer, Beverly Ray, Anna Grinath, Kirsten Bernabee, Elizabeth Quick**
The rest are either rotating off or will not be on GERC next year. Ben Bolin is eligible for re-election to GERC by their colleges.

Joanne Togle, Anna Grinath, and Tayo Omotowa explained the duties of the individual officers. The officers comprise GERC’s Executive Committee and meet a few days before each GERC meeting along with the administrative assistant to finalize agendas and discuss any upcoming business. The GERC chair receives either an overload stipend or one-course release each semester.

Nominations:

Chair: Edward Kammerer

Vice Chair:

Executive Secretary:

ACTION: Members voted and **elected** Ed Kammerer to serve as next year's GERC Chair. Ed will attend next week's Executive Committee meeting.

The other officers will be elected during a subsequent meeting.

- b. Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports

ACTION: defer this item until next fall after analyzing the missing report data for the last several years.

[GERC Assess Stats for NWCCU Report - updated Mar 25, 2024](#) - assessment report tracking spreadsheet

[GERC Gen Ed Assessment Reporting 2015-2021 FINAL April 4, 2023](#) - spreadsheet of all annual assessment reports submitted during the entire first cycle.

[2023 Fall Annual Gen Ed Assessment Report Spreadsheet - 2nd Cycle](#) – organized by Objective for review of all courses for all years during second cycle, and for feedback summaries for 2022-2023 reports only.

- c. Create **Feedback Summaries** for Fall 2023 Annual Assessment Reports - divide up workload among members

- **Ed Kammerer & Jim Skidmore:** [Objective 1](#) (3 reports), [Objective 2](#) (1 report) & [Objective 6](#) (19 reports)
- **Kirsten Bernabee & Jonathan Gaddy:** [Objective 5](#) (24 reports)
- **Elizabeth Tubbs:** [Objective 7](#) (15 reports) & [Objective 8](#) (6 reports)
- **Beverly Ray:** [Objective 9](#) (41 reports, but many were not filed).

Feedback Summaries due to GERC **by April 8, 2024** so all members can review and approve them by mid-April for distribution back to the departments before semester's end. Allow time for Catherine to process and handle distribution logistics.

Completed summaries: Objectives 1, 2, 5, and 9 are ready for approval.

Motion: to approve Feedback Summaries for [Objective 1](#), [Objective 2](#), [Objective 5](#) and [Objective 9](#)
Motion seconded.

Motion passed. The Feedback Summaries in those Objectives have been **approved** for distribution to the respective department chairs and report submitters.

- d. Consider standardizing the process to update assessment plans. Should the schedule be by objective, when first approved, or something else?
- The consensus was that reviewing/updating assessment plans was best handled through the Objective Review process, as the first question on the objective review report regards the appropriateness of the current plan.
 - The Executive Committee will propose a question about revising assessment plans to add to the 5-year departmental report, to be discussed at the next GERC meeting.

7. Future Business -

- a. Objectives 3 & 4 Review Committees Reports

[Objective 3:](#) Anna Grinath, ORC chair

[Objective 4:](#) Joanne Tokle and Tayo Omotowa, ORC Co-chairs

ACTION: Both reports are almost finished and will be finalized in time for GERC's next meeting.

- b. [GERC Gen Ed Program Review](#) - finish up after external review is completed.

8. Adjourn: 3:11 p.m.

Approved by GERC: April 10, 2024 via email vote

Accepted by Curriculum Council: April 11, 2024 via email vote

Accepted by Faculty Senate: April 15, 2024

Accepted by Academic Affairs: April 16, 2024

APPENDICES

Assessment Plans Approved: None this week

Minutes

General Education Requirements Committee

Tuesday, April 23, 2024

2:30-4:30 p.m.

GERC's website: www.isu.edu/gerc

Attendance: Jim Skidmore, Edward Kammerer, Joanne Tokle, Beverly Ray, Ben Bolin, Tayo Omotowa, Anna Grinath, Kirsten Bernabee, Jonathan Gaddy
Ex-officio: Shu-Yuan Lin, Karen Appleby, Karen Fullmer, Cathy Leavitt, Catherine Read
Excused: Elizabeth Tubbs, Kara Kener (ASISU); Ivory Fort

1. Announcements: none

2. Council already **approved** the Minutes for [April 9, 2024](#) via email vote on April 10, 2024

3. Updates and Information:

a. Executive Committee update –

- **Postponed until fall:** Meet with Review Team of Program Review Report (Dr. Martin Gibbs, Dr. Emma Wood, Dr. Susan Belliston, Felice Otero)
- [Discipline Group members for 2024-2025](#) – still need replacement for Erika Fulton; Faculty Senate is aware and is working on it. SBOE will pay expenses for one rep per discipline group to attend annual GEM meeting; ISU may be willing to pay for the second rep for each discipline group.

b. Academic Affairs update – Karen Appleby thanked everyone for their outstanding work this year.

i) SBOE [Gen Ed Committee Durable Skills](#) presentation: **Thursday April 25, 2024 1:00-3:00 p.m. Mountain Time**

Open to all General Education faculty:

- 1:00-2:00 MT/12:00-1:00 PT Durable skills presentation: Dr James Hutson will give a presentation titled "Using Idaho's Statewide General Education Framework to Enhance Student Durable Skills." This presentation will explore strategies for explaining the vital work general education courses in Idaho do to advance the durable skills of students. It will highlight how faculty who teach courses in each Way of Knowing/disciplinary area can support the development of critical, adaptable skills necessary for success in a rapidly changing world. Participants will come away with actionable ideas to infuse durable skills instruction into their coursework as they engage students in deeper learning. **Registration required [at this link](#).**
- 2:05-3:00 MT/1:00-2:00 PT Durable skills and discipline/way of knowing discussion: Following this presentation, there will be a facilitated session with time to gather with colleagues from your discipline or way of knowing area. You will be able to learn from colleagues across the state as we continue to explore how to purposefully infuse durable skills across general education programs. Register for this Discipline/Way of Knowing Discussion at [this link](#).

ii) **ISU Accreditation Mid-cycle Review:** in-person onsite visit by NWCCU reviewers will be October 14-15, 2024

- c. UCC update – Ben Bolin
UCC will meet this week to consider a few proposals that have come in. Wesley Usyak, Bob Houghton, and Ben Bolin were all re-elected to continue in their respective officer roles next year. A small subcommittee will meet this summer to explore options for revamping the catalog format to make it more user friendly.

4. Assessment Plans – *for discussion*:

- a. [Obj 9 HCA 1115 Assessment Plan Fall 2023](#)

Motion: to approve the Plan.

Motion seconded.

Motion passed. The HCA 1115 Assessment Plan was approved.

- b. [Obj 7 PHIL 2260 Assessment Plan - 2nd Cycle FY2024](#) updated form to be used
Original [PHIL 2260 Assessment Plan](#) to be replaced by updated plan on new form
GERC already **approved the course** for Objective 7; **Plan** still awaiting submission to GERC

ACTION: PHIL 2260 Assessment Plan is not ready yet, postponed until Fall.

- c. [Revised Physics Assessment Plans folder](#)

Kirsten Bernabee briefly explained the highlights and status of each plan. Anna Hoskins and Kirsten both thought it would be easier on the department to assess each course every year. Objective 5 is due for review next year, so that is another opportunity to review the effectiveness of the plans.

[PHYS 1100 Assessment Plan](#)

[PHYS 1101 Assessment Plan](#)

[PHYS 1111 Assessment Plan](#)

[PHYS 1112 Assessment Plan](#)

[PHYS 1152 Assessment Plan](#)

[PHYS 2211 Assessment Plan](#)

[PHYS 1101L Assessment Plan](#)

[PHYS 1153 Assessment Plan](#)

[PHYS 2212 Assessment Plan](#)

Motion: to approve all the remaining Physics Assessment Plans in one batch.

Motion seconded.

Motion passed. All Physics Assessment Plans have been approved

5. Unfinished Business:

- a. Approve remaining **Feedback Summaries** for Fall 2023 Annual Assessment Reports

- **Ed Kammerer & Jim Skidmore:** [Objective 6](#) (19 reports)
- **Elizabeth Tubbs:** [Objective 7](#) (15 reports) & [Objective 8](#) (6 reports)

Motion: to approve the remaining Feedback Summaries.

Motion seconded.

Motion passed. The remaining Feedback Summaries have been **approved** for distribution to the respective department chairs and report submitters.

- b. Objectives 3 & 4 Review Committees Reports – due to GERC by **April 18, 2024**

- i) [Objective 3 ORC Report Spring 2024](#) [Objective 3:](#) Anna Grinath, ORC chair

Anna Grinath explained the process the committee used in their review. Good diversity of courses that suit student interests in this objective, but additional courses could be considered in the future.

Motion: to accept the Objective 3 ORC Report.

Motion seconded.

Motion passed. The Objective 3 ORC Report Spring 2024 was accepted.

- ii) [Objective 4 ORC Report Spring 2024](#) Joanne Tokle and Tayo Omotowa, [Objective 4](#) ORC Co-chairs
Joanne Tokle explained how the committee approached their review. There are quite a few courses in this objective, but no changes recommended. Languages are still an uncomfortable fit for the learning outcomes, consider asking the discipline group to revisit the outcomes. Several departments expressed interest in updating their Assessment Plans.

Motion: to accept the Objective 4 ORC Report.

Motion seconded.

Motion passed. The Objective 4 ORC Report Spring 2024 was accepted.

- c. Standardizing the process to update assessment plans:
`GERC's consensus last meeting was to add a question to the 5-year departmental report template.
- [Draft revised 5-Year Report Template](#) from Executive Committee for GERC to consider at this meeting.

ACTION: GERC discussed and **agreed** upon revised wording for Question A.4.

- d. [GERC Gen Ed Program Review](#) - finish up after external review is completed.

ACTION: Deferred until Fall.

- e. GERC Officer elections for next Fall – still need Vice Chair and Executive Secretary; any nominations?
Vice Chair:
Executive Secretary:

ACTION: No new nominations, defer elections until fall after new members join.

6. Future Business - for Fall 2024

- a. Consider creating a policy regarding missing assessment reports: both Annual and Five-Year Reports
Analyze Missing Report data from:
- [GERC Assess Stats for NWCCU Report - updated Mar 25, 2024](#) - assessment report tracking spreadsheet
 - [GERC Gen Ed Assessment Reporting 2015-2021 FINAL April 4, 2023](#) - spreadsheet of all annual assessment reports submitted during the entire first cycle.
 - [2023 Fall Annual Gen Ed Assessment Report Spreadsheet - 2nd Cycle](#) – organized by Objective for review of all courses for all years during second cycle, and for feedback summaries for 2022-2023 reports only.
- b. Review GERC Bylaws and consider making revisions, including the Discipline Group Subcommittee procedures.
- c. Meet with Review Team of Program Review Report (Dr. Martin Gibbs, Dr. Emma Wood, Dr. Susan Belliston, Felice Otero)
- [GERC Gen Ed Program Review](#) - finish up after external review is completed.

Assessment Plans still outstanding:

New courses approved Fall 2023; still awaiting submission of Assessment Plans:

- d. [Obj 9 CE/ME 1150 Assessment Plan Fall 2023](#) – department intends to finish this one over the summer and be ready for GERC's review in early fall.
- e. [Obj 8 FIN 1115 Assessment Plan](#) – remanded for revisions

- f. [Obj 9 SPAN 2221 Assessment Plan Fall 2023](#) – *no further action on this one yet.*

7. Adjourn: 3:22 p.m.

Approved by GERC:	April 24, 2024 via email vote
Accepted by Curriculum Council:	April 25, 2024
Accepted by Faculty Senate:	April 29, 2024
Accepted by Academic Affairs:	May 7, 2024

APPENDICES

Assessment Plans Approved:

1. [Obj 9 HCA 1115 Assessment Plan Fall 2023](#)
2. [Obj 5 PHYS 1100 Assessment Plan](#)
3. [Obj 5 PHYS 1101 Assessment Plan](#)
4. [Obj 5 PHYS 1101L Assessment Plan](#)
5. [Obj 5 PHYS 1111 Assessment Plan](#)
6. [Obj 5 PHYS 1112 Assessment Plan](#)
7. [Obj 5 PHYS 1152 Assessment Plan](#)
8. [Obj 5 PHYS 1153 Assessment Plan](#)
9. [Obj 5 PHYS 2211 Assessment Plan](#)
10. [Obj 5 PHYS 2212 Assessment Plan](#)

Documents Approved:

- A. [Objective 3 ORC Report Spring 2024](#)
- B. [Objective 4 ORC Report Spring 2024](#)