

Gen Ed Steering Committee Minutes August 8, 2006

Present: Tom Steen, Libby Rankin, Matt Cavalli, Anne Kelsch, Anne Walker, Jim Mochoruk, Joan Hawthorne.

Retreat Updates

* Jim, Libby, and Joan are to follow up with task force members who have not confirmed their attendance and let Tom know about each so we have a firm count and as many in attendance as possible.

* Mailings (e-mailings) about retreat info will be sent out in stages as follows:

1. Anne W. will send out packets (current drafts of goals statements, info on the state board requirements, a “features” list, etc.) plus the agenda and a copy of the decision-making process statement (which she’ll receive from Jim). She’ll also tell people to look for additional e-mails + attachments to come later this week and early next. Jim will bring a few extra hard copies of the documents that Anne sends out electronically. This message will go as soon as possible.
2. Joan will send out the Quantitative Reasoning sub-committee report/proposal late this week (Thursday or Friday). Joan will bring extra hard copies.
3. The common experience group will send its report out by early next week (Monday). Libby will follow up with Donna to get this done. Libby will bring extra hard copies.
4. Tom will send a reminder e-mail on Tuesday.
5. Libby will do a reminder phone message on Wednesday.

* Anne K. will bring flip charts, markers, etc. from Jana’s office to the retreat.

* Martha will be asked to bring written instructions for the exercise (at least one copy for each group), and to bring a copy of those instructions to the Wednesday night meeting too, if possible, so that we can look at them during our last minute trouble-shooting session. (That final meeting, as agreed to previously is on August 16, 7:00 p.m., at Tom and Libby’s house.)

Gen Ed Summit II Updates

* Jim has a list of publicity that was done last time and will forward that list to Libby. She will take care of general publicity (ULetter, general faculty flyer, paper letters to chairs), and this will start yet this week with paper out early next week. Matt will contact Gen Ed Committee members and departments needing to revalidate gen ed courses. Tom and Anne K. will do e-mails on Monday morning (August 21), and they’ll contact members of the Curriculum and the Assessment Committees, chairs, Fac-Talk, and any other audiences that are suggested via Jim’s list of ideas.

* Every item of publicity will say that people should RSVP by 5:00 on August 22 so that we can have a count for food at the three events that will include food (the revalidation workshop, the box lunch/picnic, and the open conversation).

* Joan will contact Facilities to arrange for tables and chairs (a serving table plus seating for about 100 people).

* Joan will contact Fred Wittman to arrange for tents.

- * Joan will continue to follow up with Loren Liepold to see if the Burtness basement is a possible back-up space.
- * Someone (??) will order box lunches plus pop and water, to be ordered through catering and paid for by the VPAA office out of our budget.
- * Joan will put together our rough schedule (two versions below); Anne K. will tinker to produce the public version and bring hard copies to distribute at all events. *[NOTE: Should we be getting a photo + a brief bio from Ross and including that on the back side of the schedule?? Tom??]* Tom will update the schedule with any more logistical details and redistribute to Steering Committee members as needed.
- * As previously reported, our budget should be adequate for everything we're doing – we have the requested budget, except for the second and larger “misc.” category and except for the reception which we had previously agreed to drop.
- * Anne K. has made reservations for us at Sanders for Friday night.
- * Ross is making his own flight reservations and Tom will continue to connect with him regarding that. Anne K. will pick Ross up at the airport on Thursday. Tom will take Ross from the hotel to campus on Friday morning, and they'll connect with Anne K. for their meetings with Greg and the president. Jim will take Ross to the hotel after Friday's events. Joan will pick Ross up prior to Friday evening's meal. Matt will take Ross home afterwards. We will suggest that he double-check with the hotel regarding the shuttle's availability on Saturday morning, and the tentative plan will be for him to take the shuttle back to the airport in time for his flight.
- * At the beginning of the 11:00 event, each panelist (including Ross) will be asked to say a bit about him/herself and his/her interest in gen ed. Libby will use the questions previously brainstormed to structure the remaining time, and Ross will piggy-back on others' comments as inspiration occurs. However, the last 20 minutes of time will also be saved for Ross to use as discussant/respondent. He will be asked to summarize what he's hearing about the local situation and cast it in national terms during that time.
- * If Greg is able to come to the 1:30 event (or at least to attend the beginning of that event), we will invite him to make a few introductory comments there and to introduce Ross for those who were not present at 11:00. The rest of the 1:30 event will be open conversation but structured around the general idea of helping students to value general education. Ross might be asked to talk specifically about any of the following: the LEAP approach; his research regarding high school students and their expectations of college and attitudes toward common gen ed goals; bridging the “language gap” between the way faculty talk about gen ed and the way students do; the possibility of framing gen ed in faculty language, since they serve as ambassadors for and salespeople of gen ed to students; using assessment data collected in gen ed courses so that it actually improves the course and the program (“so we've got data – who cares?”); etc.
- * During the a.m. meeting that Anne K. and Tom have with Greg and the president, one focus will be on figuring out the president's pre-dispositions toward our gen ed reform process and likely directions, and figuring out how to work effectively with the president to get this done before the year is out. Plus this will bring him up to speed on our work.
- * Tom and Anne will invite Greg to join us for the 11:00 panel, but we'd especially like to have his presence at lunch (much as he was involved in last year's lunch discussions).

Gen Ed Summit II
with Ross Miller, American Association of Colleges and
Universities (AAC&U) as invited presenter
August 25, 2006

9-10:30 Gen Ed Revalidation Workshop with Gen Ed
Committee members – River Valley Room of the Union.

11:00 -12:30 **“Teaching Gen Ed Courses As If They
Matter”** – a panel discussion in the Burtness Theatre.

Featuring Tami Carmichael (Integrated Studies), Jim Mochoruk
(History), Ike Schlosser (Biology), and Daphne Stevens
(Sociology), with Ross Miller (AAC&U) as respondent.
Moderated by Libby Rankin.

12:30 -1:15 Lunch on the Burtness lawn.

1:30 - 3:00 **“Helping Students Value General
Education”** – a public conversation with Ross Miller in
the East Asian Room of the Chester Fritz Library.

Introduction by Greg Weisenstein (Provost) (??). Moderated by
Joan Hawthorne.

3:15 – 4:30 Ross Miller meets with General Education
Committee and General Education Task Force
members – Badlands Room of the Union.

[NOTE: I PLAYED WITH THIS A LITTLE BUT HAVE NO ATTACHMENT TO
THIS FORMAT OR ANY OTHER – BUT I TRIED TO AT LEAST PUT THE
NECESSARY INFO ON THIS SHEET (UNLESS WE DECIDE TO ADD THE
MILLER BIO INFO, ETC.) I’M ASSUMING SCHEDULE APPEARANCE WILL BE
ONE OF THOSE DETAILS TOM AND ANNE K. DECIDE AT THEIR MEETING ON
AUG 18]

Gen Ed Summit II

**With Ross Miller, AAC&U
August 25, 2006**

Anne K. picks up Ross at the airport on Thursday night.

- 7:30 Steering Committee meets Ross for breakfast at Hilton Garden Inn. Tom takes him from the hotel to meet with Anne K. the president, and the provost.
- 9-10:30 Revalidation Workshop with Gen Ed Committee members. River Valley Room of the Union.
- 11-12:30 Panel Discussion: Teaching Gen Ed Courses As If They Matter Featuring Tami Carmichael (Integrated Studies), Jim Mochoruk (History), Ike Schlosser (Biology), and Daphne Stevens (Sociology), with Ross Miller (AAC&U) as respondent; moderated by Libby Rankin. Burtness Theatre.
- 12:30 – 1:15 Lunch on the Burtness lawn.
- 1:30 – 3:00 A Public Conversation with Ross Miller: Helping Students Value General Education; moderated by Joan Hawthorne; introduction by Greg Weisenstein?? East Asian Room of the Library
- 3:15 – 4:30 Ross Miller meets with General Education Committee and General Education Task Force members. Badlands Room of the Union. Jim takes Ross back to the hotel

Joan picks up Ross and brings him to Sanders.

- 6:30 Dinner at Sanders – Ross and Steering Committee members. Matt returns Ross to the hotel afterwards.

Ross returns to the airport on Saturday morning via hotel shuttle (double-check to make sure it'll be operating).