# General Education Committee Meeting
## April 21, 2017

**Attendees:** Lindsay Barnett, Lisa Covert, Renling Jin, Shawn Morrison (Chair), Gia Quesada, Nathaniel Walker; Ex-officio: Lynne Ford

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<th>Agenda Item</th>
<th>Discussion Points</th>
<th>Decision/Action Needed</th>
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<td>1. Call to order</td>
<td>Shawn Morrison called the meeting to order at 1:02 PM.</td>
<td>N/A</td>
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<td>2. Approval of minutes</td>
<td>Committee approved minutes.</td>
<td>Committee approved minutes from the previous meeting.</td>
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<td>3. Student appeal</td>
<td>Gia Quesada explained the situation and the background of the student appeal. Committee members asked questions and determined to allow the student to transfer the second course from her previous institution in as a General Education course. The course that she transferred in would have been given the status of 1GG as it always has been, but it was given the status of 1EE this year. However, the student's catalogue year is Fall 14, when the 1GG did exist. Due to our rules of students being under the terms of their catalogue year, it is appropriate to give the course a 1GG rating; it will count as General Education math. The committee also discussed its role in this type of appeal and confirmed that we only verify the process of the appeal, we don't examine the individual pieces of the appeal, as those are evaluated by the General Education Coordinator, the Registrar, and the departments involved.</td>
<td>The committee approved the student's request to use the second transfer course as her second General Education Math course. The minutes from this meeting will be on file for future reference if needed.</td>
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| 4. Completion of the Foreign Language Alternative Assessment System | The Assessment Tool that Shawn had distributed was the incorrect one; Lynne Ford provided the correct one. It is: Intercultural Attitudes, Skills, and Knowledge Short Scale Plus (A.S.K.S.2+), adapted from the AAC&U Value Rubric. (AACU.org)  
The committee examined it and decided to use it for the pre and post tests for this assessment, as previously determined by last year's Gen Ed committee. The committee voted to approve the following:  
1. We will use questions 1-11 of the survey as they are and add a few open-ended questions at the end of the survey.  
2. There will be different questions added at the end for the pre and the post.  
3. We will start the assessment as a pilot, to be run for three years and then reviewed and revised as needed. The first group to take the pre test will be incoming students to the program in Fall 2017.  
4. Gia Quesada will work with IT to put the pre and post test on Oaks.  
5. Students will take the pre test on Oaks as soon as they receive accommodation permission.  
6. Gia will run reports to make sure students take the pre test before they start taking the courses.  
7. Students will take the post test when they conclude the final course in the program.  
8. Gia will remind students that they must take the test in order to graduate.  
9. The Registrar's office will put the check on students' degree audit when the test has been completed.  
10. Gia will keep track of the student responses for assessment purposes. | The committee voted to move forward with this program as a pilot for the next three years.  
The additional questions for the pre test are:  
12. What role does language play in the construction of culture?  
13. Have you travelled abroad? If yes, please describe.  
14. Have you studied abroad? If yes, please describe.  
The additional questions to the post test are:  
12. What role does language play in the construction of culture?  
13. Did you study abroad while you were here at the College of Charleston? If yes, please describe. |
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<td>5. Good of the order</td>
<td>The committee discussed plans and projects for next year's committee. It was agreed that they would discuss and suggest to the senate different cycles for assessing and for re-certification for courses. It was agreed that a report will be made on the frequency with which courses are taught in a three-year period.</td>
<td>The committee voted that Lisa Covert will be the chair next year.</td>
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<td>6. New committee</td>
<td>Two new committee members came to the meeting at 1:45. They were Susan Divine and Mary Beth Heston. The two new members and the two returning members present voted for the new chair for 17-18. The new chair will be Lisa Covert.</td>
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<td>7. Adjournment</td>
<td>The meeting was adjourned at 1:55 PM.</td>
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