

**General Education Committee  
Meeting Minutes for October 12, 2005  
Badlands Room, Memorial Union**

**Members Present:** David Anderson, Eric Asa, Elizabeth Birmingham, Mike Christoffers, Jeffery Gerst, Robert Harrold, Kate Haugen, RaNelle Ingalls, John Martin, Char Myhre, Doug Rymph, Kimberly Vess Halbur, Robyne Williams, and Kristi Wold-McCormick.  
Guests: Inderjeet Oberoi and Dr. Akram Salah. Recorder: Kären Bjellum.

Christoffers called the meeting to order at 4:00 p.m.

**Software Presentation**

Jeff Gerst introduced Inderjeet Oberoi and his advisor, Dr. Akram Salah.

**Handout: Preface for Rubrics for General Education Outcomes**

Mr. Oberoi is continuing development of a software project initiated by Dr. Sudhir Meta. The software is being designed as an online assessment tool for the General Education Committee.

Discussion took place during the presentation.

- What is the purpose of the software?
- What outcomes are we (the committee) looking for?
- What goals are we hoping to achieve?
- We need to clarify that the students ARE NOT assessing the professor.
- The students should assess how much they learned from the class or assignment.
- In addition to the online assessment outcome, the professor should be able to attach the assessment to a specific assignment.
- Who should have ability to interpret the outcomes?
- Are we (the committee) attempting to administer the faculty?
- Will the faculty interpret this tool as a method of monitoring their work?
- Will the student feedback be available to faculty and the Gen Ed committee?

Dr. Salah explained that Mr. Oberoi needs to know what information is sought by the committee. What are the committee's needs? Mr. Oberoi will then take the information and continue developing the appropriate software.

The formation of a small group to develop the committee's specific objectives in developing this assessment tool was discussed. A **Motion** (Christoffers/Asa) was made that we form such a group of volunteers. Discussion followed: Haugen pointed out there is not an immediate deadline for this project. Oberoi and Salah made it clear that they are working within a certain time frame and the project must be completed by December. **MOTION PASSED.** Gerst, Birmingham, Asa, and Anderson volunteered to bring possible objectives to the group in the near future. Birmingham volunteered to serve as convener for the group.

## **Vertical Writing**

Wold-McCormick presented a report of the discussion on the proposed vertical writing curriculum at the October 10, 2005 meeting of the University Senate. She described all of the work that will need to be completed in the next few months to make this happen by fall of 2006, the need to devote several meetings to this work, as well as the possible need to form subgroups. Wold-McCormick raised important questions that need to be addressed by this committee. For example:

- What committees and units do we pull into this project and how do we create a structure to work with them?
- How do we complete this and simultaneously understand the many inter-related issues that must be addressed by this group, other committees, and academic units?
- Will there be some sort of vertical curriculum review committee and what would that group's make-up be?
- What do we need to do from a curriculum review standpoint?
- How do we consider NDUS transfer and prerequisite issues?
- How do we assure that work assigned will be completed by the units over which we have no administrative control (e.g., academic departments, etc)?

Haugen and Wold-McCormick offered to speak to Kevin Brooks and Dale Sullivan about seeking a one-year extension on the start date for this program. The impacts of this program are huge across the university. The committee, by consensus, asked Haugen to contact Kevin Brooks and Dale Sullivan about the need for discussion and dialogue about implementing the vertical writing curriculum.

The committee adjourned by consensus at 5:30 p.m.

Recorders: Karen Bjellum & Betsy Birmingham.

Correction made to Indergeet Oberoi's last name. Previously recorded as Oberi.

Revised: 11/3/2005 9:02 AM