Task Force Members: Keith Barron, Keith Cavedo, Michael Gillespie, Heather Lively, Erin Martin, Mary Beth Wallace, Rick Walsh (via Elluminate), Andrew Whitmore

Regrets: Rebecca Burns, Stephen Rushton

Recorder: Barbara Melfi

Minutes

1. Approval/amendments to minutes
Dr. Martin said minutes of all meetings are posted on Blackboard. The committee unanimously approved the September 25, 2012 minutes.

2. Define goals of the General Education Program based on USFSM’s mission statement and faculty input from the General Education Workshop held on August 24, 2012.

Discussion ensued regarding the goals of the general education program. Dr. Gillespie asked if the committee intended for the goals to be broad or specific, and the committee members agreed that initially, the goals should be broad, as they can become more specific over time if needed for assessment purposes. It was also determined the outcomes will be more specific than the goals so that they can be measured for assessment of the GE program. The committee agreed the goals of the general education program must align with the USFSM Mission, Vision, Values, and Goals. Dr. Martin said the general education program must be unique to USFSM. Dr. Cavedo said our personalized learning community is unique to USFSM’s general education program. He said our small size fosters collaborative learning.

Dr. Martin distributed a packet containing the agenda for today’s meeting; the USFSM Mission, Vision, Values, and Goals; results of the August 24, 2012 USFSM Faculty General Education Workshop; and the following LEAP documents: High-Impact Educational Practices, LEAP Curricular Design Principles, The Essential Learning Outcomes, and The Principles of Excellence. She also distributed a copy of her October 8, 2012 email, listing what USFSM values; and an example of how Otterbein University has used their mission and values to inform the goals and learning outcomes for their general education program.

Dr. Barron distributed a document, Tips for Writing Objectives, which can be used to turn goals into measurable learning outcomes. (All of these resources will be available on Blackboard)

The committee reviewed the USFSM values.
Dr. Martin spoke to the design of the program. She said there could be 1st year seminars, but we can do 2nd year as well. The 3rd year could include diversity, global perspectives, and civic engagement courses. Most disciplines have senior capstone in the 4th year, with exit requirement of 9 hours of upper level courses. One of the exit courses is outside of the discipline; the exit courses with the exception of capstones could be general education courses at the upper division level. This would allow for more credits used for general education.

Dr. Cavedo spoke of alternative learning experiences; something USFSM can offer that others do not.

The committee agreed upon the following 6 values, and decided goals would follow, and then outcomes. The committee also agreed the curriculum and design of courses will set USFSM apart.

6 values agreed upon:
- Communication
- Ethics
- Diversity
- Critical Thinking
- Civic Engagement
- Leadership

It was agreed each committee member would take one value, and discussion threads would be on Blackboard. Dr. Martin said she will start the threads. Goals will be determined at the next meeting. The member initiating Blackboard discussion of each value is listed below:

- Communication: Dr. Keith Cavedo
- Ethics: Dr. Keith Barron
- Diversity: Dr. Andrew Whitmore
- Critical Thinking: Dr. Michael Gillespie
- Civic Engagement: Dr. Erin Martin
- Leadership: Prof. Heather Lively

3. Form working groups to write outcomes related to the established General Education Program goals.
   - This will be a next step once the goals are drafted and agreed upon. We can anticipate forming these working groups at our next meeting on 10/23.

4. Begin discussion of curricular framework
   Dr. Martin mentioned that as we moved forward it would be good to begin thinking about curricular design. The plan is to use the general education goals and outcomes as a framework for the design of the curriculum. Because there are many options we could choose to make our program unique, Dr. Martin asked the members of the committee to begin reviewing the LEAP (Liberal Education and America’s Promise) documents which provide background information on successful program design. These documents address the three parts of the curriculum listed below.
   Parts of the curriculum:
a. General education courses designed to meet outcomes of the program

b. Vertical dimensions of the program (across all four years)

c. High Impact Educational Practices (AACU LEAP program)

The meeting adjourned at 11:00 a.m.