Academic Foundations Committee Minutes

## February 20, 2007

Present: Oliver Chen Mark Hardt Abbas Heiat Dan Gretch Connie Landis the proposed requires three TN courses. It was cited that almost all COT programs require the 62696.1 Tm0 g0 G[C)-4(OT)6( progr)4(a)-3(ms)6( require )]TJETmtr1require

B. Introductory Paragraph for Email to Instructors (who are missing an assessment instrument)

It was noted that the email can cover both the questionable submissions and those which have not yet been done. This email should go to faculty members, but also copied to Deans and the Provost. It was noted that the Deans would probably appreciate a list of which courses are still missing an assessment tool.

As you know, the General Education Program at Montana State University-Billings will be replaced in Fall 2007 by the Academic Foundations Program, and annual assessment of courses will be implemented. In order to ensure minimal problems in the transition to assessment when Academic Foundations begins, and to prepare for accreditation site visits during Fall 2007 and Fall 2008, assessment of current General Education courses is being done this semester, Spring 2007. The assessment data collected this semester will be among the material reported to the Northwest Commission on Colleges and Universities

Your General Education course has been selected for the first round of assessment this semester. When your course was submitted for inclusion in the Academic Foundations Program, a matrix was filled out. From the matrix at least six items were selected by faculty members last fall semester for assessment. In addition, four bullet point objectives had to be addressed in material submitted when your course was considered for the program. The matrix items and the bullet points are as follows:

## (insert matrix points and category-specific outcomes here)

Each of these items must be assessed. An assessment tool involves any graded work in the course, including (but not limited to) exam questions, written work, oral presentations, and class projects. Any given assessment measure may gauge more than one item. It is imperative that the assessment tools be articulated and forwarded to the Academic Foundations Committee (via email to rrabemeduna@msubillings.edu) by March 16, 2007. Assessment results for each student will be forwarded to Information Technology by the end of the Spring 2007 semester.

On behalf of the Academic Foundations Committee, I thank you for your efforts.

C. Minimum Course Grade for Academic Foundations Ì Recommendation to Academic Senate (C instead of C-)

It was noted that the BOR requires that students earn a C- or better in their general education core. However, the BOR allows any program to create a higher requirement, such as a C. In 2005, the Academic Senate voted that students must earn a C- or better in our general education program, but they must also achieve a 2.0 GPA or better in the gen ed core. That means that students cannot get a C- in all of their general education courses.

It was noted that in previous meetings the student members agreed that a C would be a better requirement than a C- in Academic Foundations.

It was noted that ultimately a C versus a C- is arbitrary because of differences in grading among instructors.

The meeting adjourned at 4:50 p.m.

Respectfully submitted, Rita J. Rabe Meduna.