

**Academic Affairs Committee Meeting
February 24, 2011
Meeting Notes**

Committee members in attendance

Kath Menzie (Chair)
Cal Melick
Mary Sheldon
Linda Croucher
Michelle Shipley (for Becky Dodge)
Randy Pembrook
Jeanne Catanzaro (by conference phone)

Guests:

Dr. Alan Bearman, Dean of Libraries
Dr. Randall Pembrook, VPAA
Dr. Nancy Tate, AVPAA

Kathy Menzie opened the meeting.

I. Proposal for First Year Experience Program

Dr. Alan Bearman presented an overview of the proposed First Year Experience Program to the Committee. Dr. Bearman told the Committee that the information was not finalized but this was a starting point. The information will be taken by the representatives to their respective schools/depts. Faculty and staff will learn more about the program and their feedback will be encouraged as the program develops.

The Committee thanked Dr. Bearman for his presentation and he was dismissed.

II. Dr. Pembrook on his experience with the general education at Baker

Dr. Pembrook discussed his experience working on the general education program during the four years he was at Baker University. He said they had divided the task into parts, similar to the way Washburn had divided up the task into Learning objectives, then courses, etc.

He also discussed some of the approaches they used to implement the program, which included weekly meetings with students, a multidisciplinary approach to courses, and a capstone course for each degree/major.

Dr. Pembrook said, "Good is not the enemy of the perfect." For example, the First Year Experience program is not completely in place, it is a process. This doesn't make the plan bad or wrong. The same holds true for the General Education proposal.

Dr. Pembrook also mentioned that it is important to ask whether the proposal aligns with the Strategic Plan.

III. General Education Core Classes

The Committee reviewed the General Education proposal for core classes as proposed by the Committee at the previous meeting and drafted by Dr. Tate.

The Committee also discussed the possibility of inviting Donna LaLonde as an assessment Committee representative to attend the Committee meetings now that the focus would be more on assessment and the Committee would have more questions about the requirements, etc.

The Committee identified the important items driving the general education decisions are assessment requirements, making Washburn “transfer friendly,” and improving retention. Education. The requirement for assessment means that wherever the general education discussion ends, a plan and process must be in place to accompany it. The Committee said they thought Donna LaLonde summed this up well during the faculty open forums held this past fall.

After discussion, the Committee determined it would be helpful to provide the faculty with specific examples from each of the schools/college so they would better understand the general education core class proposal. Committee members agreed to meet with curriculum Committees, chairs, or other groups in their units who would help them formulate examples of the two proposed core class options. Due to the limited time left in this academic year, the members will report back with examples at the next meeting, if possible.

IV. Approval of Minutes

The minutes for December 10, 2010, were sent to the Committee members to review prior to the meeting. The minutes were approved by the Committee as written.

Meeting adjourned.