Call to Order – Lee Rickords

Approval of Minutes – August 16, 2016 - link

Course Approvals/Removals/Syllabi Approvals
https://usu.curriculog.com/

APEC 5040 (CI) ........................................................................................................... Brock Dethier
HIST 3483 (DHA) ........................................................................................................... Brian McCuskey

Business
Concerns with Student Written Communication Skills
GENERAL EDUCATION SUBCOMMITTEE MINUTES

August 16, 2016
8:30 am – 9:30 am
Old Main - Champ Hall

Present: Lee Rickords, Agriculture and Applied Sciences (Chair)
         Michele Hillard, Secretary
         Mykel Beorchia, University Advising
         Kacy Lundstrom, Library
         Melanie Nelson, USU Eastern
         Dean Adams, Engineering
         Dick Mueller, Science
         Brian McCuskey, Humanities
         Dan McInerney, American Institutions
         Stephanie Hamblin, Exploratory Advising
         Kris Miller, Honors
         Claudia Radel, Natural Resources
         Shelley Lindauer, Education and Human Services
         Eddy Berry, Social Sciences

Absent: Dan Coster, Quantitative Intensive
         Janet Anderson, Office of the Provost
         Larry Smith, Provost’s Office
         Ryan Dupont, Life and Physical Sciences
         Brock Dethier, Writing Program
         Harrison Kleiner, Connections
         Bob Mueller, Regional Campus
         Laura Gelfand, Arts
         Jessica Hansen, Academic and Instructional Services
         John Mortensen, Student Services
         Kathy Chudoba, Business
         Ashley Waddoups, USUSA President
         Peggy Petzelka, Social Sciences
         Cindy Dewey, Creative Arts

Call to Order – Lee Rickords

Approval of Minutes – April 19, 2016
https://usu.box.com/s/6f3nefon3ae6hta2pupwo3adzv56zc0e
Motion to approve the minutes from April 19, 2016 made by Dean Adams. Seconded by Brian McCuskey. Minutes approved.
HIST 3060 (DHA) APPROVED......................................................... Brian McCuskey  
Motion to approve designation made by Shelley Lindauer. Seconded by Eddy Berry. Designation approved.

HONR 4900 (CI) APPROVED .......................................................... Brock Dethier  
Motion to approve designation made by Kris Miller. Seconded by Dean Adams. Designation approved.

Business  
Accreditation review of Gen Ed .......................................................... Michael Torrens  
Michael provided a briefing on the accreditation process. There are concerns that we need to work on for our General Education requirements. Defining learning outcomes and mapping are among those concerns. These will be addressed as the process continues and it will be an ongoing process that will include developing a program with course embedded assessment; being able to show student level of accomplishment and putting a program/plan in place for target opportunities in General Education. Michael will continue meeting with individuals regarding course embedded objectives.

Concerns with Student Written Communication Skills .................................................. Lee Rickord  
Lee brought forward a concern that high school students are not well equipped in written communication skills. Committee members expressed their concern as well, including the problem with professional communication. Employers are not hiring by degree/resume/experience alone. They are hiring those individuals who have good written and oral communication skills. Some departments on campus (Engineering) have communication courses that assist students in these areas, especially pertaining to their field of study. College of Science is initiating a writing lab for science majors starting this fall. It is felt that the institution needs to make this a priority. At the next meeting committee members will decide possible modes of collecting data.

September and October meetings moved from 8:30 to 9:30 am.  
Everyone was reminded that the September and October meetings will begin at 9:30 am instead of 8:30 am.

Adjourned: 9:40 am