

UNIVERSITY OF NEBRASKA AT KEARNEY  
GENERAL STUDIES COUNCIL  
Special Meeting of February 15, 2005  
MINUTES

**PRESENT:**

**Faculty:** Deb Bridges, Valerie Cisler, Sandy Cook-Fong, John Lillis, Larry Kuskie, Vern Volpe, Ed Walker  
**Ex officio members:** Glen Powell, Kristi Milks, Kim Schipporeit, Bill Wozniak, Jeanne Butler, Mary Daake

**Absent:** Peg Camp, Randall Heckman, Sonja Kropp, Marta Moorman, Marguerite Tassi, Kenya Taylor, Tanis Saldivar; Anne Drinkwalter & Tom McCarty (student members)

Wozniak called the meeting to order at 3:30 P.M. in 2122 Founders Hall.

**A. SUBCOMMITTEE RESTRUCTURING PROPOSAL**

Wozniak presented an outline of the restructuring of the subcommittees for discussion. It is presented in [attachment 1](#). Wozniak also said that WI/CD committee has asked the GSC to handle the WI and CD course approvals until next fall after they have a better handle on their operations. They are beginning to construct some assessment devices for WI and CD courses. Schipporeit suggested that it would be better if assessment was discussed by the committee as a whole, modeling the process after the Assessment Committee. In that fashion, everyone would be on the same page with regard to their understanding of assessment. Wozniak said that some of the detail work is better addressed by a smaller group. The assessment subcommittee may need to be further subdivided to make the large task more manageable. The restructuring is somewhat tentative since new WI and CD courses will still need to be reviewed. He also suggested some reassignments to accommodate the increased workload for the assessment committee. We can revisit the restructuring after we try it for a while. *Please note that the new subcommittee structure will take a while to implement. The WI subcommittee (plus Barbara Emrys and Glenn Tracy) will review the current submissions*

**B. REPORT FROM THE ASSESSMENT SUBCOMMITTEE**

Wozniak presented a summary of the assessment subcommittee meeting of February 14. It is [attachment 2](#). The meeting was a review of the 10-point assessment outline of activities for General Studies. Powell pointed out that the outline will need to be embellished with more detail in order to qualify as an assessment plan. The assessment subcommittee will need review the list and craft it into a plan.

**C. PRESENTATION AND DISCUSSION OF NSSE DATA (POWELL)**

Powell distributed copies of the NSSE reports and some of the benchmark reports of the same data, which combined data from several related questions. He then reviewed data from one of the NSSE questions and described how the planning committee could proceed with actions based on the data. The goal of the actions would be to foster change in the areas described by the questions.

**D. HOMEWORK FOR THE PLANNING SUBCOMMITTEE**

The planning subcommittee (formerly called the CD subcommittee) was asked to review the NSSE questions and highlight those questions that seem most relevant for the General Studies Program. These questions will then be the focus of the planning committee discussion of action plans.

**E. NEXT MEETINGS:**

1. The next General Studies Council Meeting will be March 3, 2005, at 3:30 P.M. in the 310 Student Union.
2. Subcommittee meetings
  - a. WI subcommittee: February 24, 2005 at 2:30 P.M. in 2122 FH
  - b. CD subcommittee: February 15, 2005 at 3:30 P.M. in 2122 FH
  - c. Assessment subcommittee: February 14, 2005 at 1:30 P.M. in 2122 FH

**F.**

**Attachments:**

- [Subcommittees Restructuring](#)
  - [Assessment Subcommittee Notes, February 14](#)
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February 15, 2005, Attachment 1

**General Studies Council  
Restructuring of Subcommittees  
Bill Wozniak, Director of General Studies  
February 15, 2005**

From the fall semester of 2002 to the present, the GSC has operated with 3 subcommittees, Assessment, Writing Intensive, and Cultural Diversity. Given that the WI/CD course governance is under review and temporarily under the management of a Faculty Senate ad hoc Committee, and that assessment of the GSP has grown to a larger scale, I propose that the GSC retain three subcommittees but with different responsibilities.

**The assessment subcommittee** remains as the group that directs and evaluates the "nuts-and-bolts" data collection methods and procedures. The purpose of the subcommittee is to ensure that the General Studies assessment plan is carried out. The committee's agendas include: review of procedures and tests used to collect assessment data, an annual review of the assessment plan, recommending to the GSC any changes to the assessment plan, and responding to recommendations from the planning subcommittee.

**The planning subcommittee** (formerly the CD subcommittee) reviews any and all data concerning the GSP. The Director of General Studies and the Office of Assessment will be responsible for the data collection and will report these data to the subcommittee for review. After reviewing the data, the subcommittee prepares specific action recommendations based on the data. For example, their recommendations could include suggestions for other data to collect, suggestions for program changes, suggestions for program and budget initiatives that could be addressed by the SVC's Office.

**The outreach subcommittee** (formerly the WI subcommittee) is responsible for the dissemination of accurate information concerning a liberal education to relevant constituencies, including UNK faculty, UNK students and the Kearney community. The agendas will include development of publicity materials, holding information sessions concerning liberal education issues and objectives, encouraging a campus climate that recognizes the value of a liberal education, and assist in other activities that promotes an outstanding GSP at UNK.

Given the projected workload of each subcommittee, I suggest that we reassign the GSC members to the these subcommittees in the following manner:

Assessment Subcommittee	Planning Subcommittee	Outreach Subcommittee
Kropp	Cisler	Camp
Moorman	Walker	Heckman
Tassi	Kuskie	
Taylor	Cook-Fong	
Lillis		
Bridges		
Volpe		

We can assess the workload periodically and adjust the membership of these subcommittees as needed.

February 15, Attachment 2

**Assessment Subcommittee  
Meeting of February 14, 2005  
Notes**

1. Individual Course Analysis. Data from the pilot test of the opinio survey were discussed. A summary of the most relevant data is attached. It was noted that faculty return rate was very low, therefore more reminders will need to be sent to them when the survey is administered. There was some discussion of the sampling procedures, that is whether to try to send the survey to every student enrolled in a GS

class or to a sample. Some of the decisions depends on how we can get the student rosters from the Registrar.

2. Standardized General Studies Test. Wozniak distributed information concerning the College base test developed and administered at the University of Missouri. A small sample (n = 10, a psychology class) will be run followed up by a having those students participate in a focus group that assesses the test. It was also suggested that we consult with the departments most directly affected by the assessment before doing a full-scale data collection.

3. Department Contributions. The direct assessments of GS courses are being developed by individual departments. Butler and Wozniak have contacted all of the GS departments and most have submitted a funding request to support the development of their assessment plans. These will be done by May 1. The committee then can review them.

4-5. Writing and Speech Samples. These two items may be incorporated into the departmental assessment plans for ENG 101, 102 and SPEECH 100. We may have to revise the assessment plan to reflect that change.

6. Registrar's Exit Questionnaire. The most relevant questions from the Registrar's questionnaire were distributed and the subcommittee will consider adding other relevant questions.

7. Sampling of standardized test scores from the Educational Testing Service. Still in progress.

8. Diversity Attitude Surveys. The Faculty Senate ad hoc WI/CD committee is developing the first assessments of these courses.

9. Focus Groups. Butler said that conducting the focus groups is still a worthwhile goal. The data from these discussions can supplement the Roundtable discussions.

10. Other Data Collection Opportunities. The National Survey of Student Engagement (NSSE) will be discussed by the planning subcommittee.