

MEETING MINUTES

Faculty Senate ILC Committee
September 1, 2022
2:00pm – 3:00pm

Meeting Location: Academic Affairs Conference Room, 135F Thomas Boyd Hall

Present: Kayanush Aryana, Mike Barton, Haosheng Huang, Kyla Kazuschyk, Kenneth Matthews, Laura Piestrzynski, and Meredith Veldman

Absent: Aly Aly, Suzy Caleo, Charlie Goodman, Chun Yang

Ex-Officio: Jackie Bach, Tara Rose, Haley Bourgeois, Rachel May, and Emma Long (student rep)

Guest: Inessa Bazayev, Faculty Senate President

I. Approval of Minutes

On a motion by Veldman, seconded by Aryana the committee unanimously approved the minutes from the May 13, 2022, meeting.

II. Updates

ILC Committee Plans for 2022-23

Discussion: Matthews informs the committee that course approvals are done, and we are moving to data collection in preparation for SACSCOC. Much of the focus will be on collecting, reviewing, and analyzing assessment data to address SACSCOC standard 8.2b. Rose informs the group that we will also need to develop a Course Impact Report for the periodic review of all ILC courses reflecting on the last 3 years. The group will also have to figure out what the ILC Course review/reapplication process looks like and what we are looking for in a review. Members will need to continue to review the charge and operating procedures of the committee and update any policies as needed.

SACSCOC Timeline

Discussion: All passed due assessment data must be turned in by September 15. We are looking for 100% compliance. Rose explains the SACSCOC review process to the group. We will be reviewed on 73 standards. We must submit 3 years' worth of evidence when we submit anything. The first draft of all standards are due by December. SACSCOC will want evidence for Gen Ed as well as the new ILC program. We are expecting SACSCOC reviewers to request assessment evidence for 2022-23 as well.

Proficiency Focus Groups for Fall 2022

Discussion: Proficiency focus groups will begin in late September/early October. Four proficiencies (Civic Engagement, Ethical Reasoning, Problem Solving, and Written Communication) do not have enough data yet to be able to hold a focus group. We will pair up FSILC Committee Members to host the focus groups for the remaining five proficiencies.

ILC Student Video

Discussion: Rose shows the ILC Student Video to the group. Academic Affairs worked with Communications & University Relations to get the video produced. Everyone liked it.

ILC Policy & Procedure Manual

Discussion: Rose worked with the committee over the summer to get the finalized version of the procedure manual. Rose sent the manual to course coordinators in hope they will share the manual with instructors teaching the ILC courses as well.

III. Discussion

Course Frequency

Discussion: According to the ILC Policy & Procedure Manual, ILC courses must be taught at least once in two years. If the courses are not taught, they are dropped from the ILC program and cannot reapply until 5 years from their date of approval. Rose asks what should be the proper response as to why they cannot teach it? Aryana thinks we should give a two-year grace period for teaching the courses since it takes a lot of time to hire faculty and for them to start teaching. Veldman thinks we should implement some sort of appeal process that the committee can review on a case by case basis. Rose will update the Policy & Procedure Manual to ask for a yearly justification of why the course was not taught and the committee will review. Rose will email the six courses that were not taught to ask why. On the 14th day of the semester, the registrar's office will send a list of ILC courses being taught for the semester. We will compare that list to the master list of ILC courses to see which were not taught.

Student Course Evaluation Questions

Discussion: Rose asks how do we get the students' perception of ILC? Rose suggests adding one question to the Student Course Evaluations for ILC courses. Rose asked the committee to review the questions she came up with. Veldman thinks we need to go through the questions much more carefully. It is suggested to bring the list of questions to the ILC Focus Group participants. If we can get the questions finalized and voted on at the November meeting, we can implement for fall. If not, we will wait for spring.

Website Redesign

Discussion: The Office of Academic Affairs reached out and suggested we create one website for ILC. Rose explains the difference between the four current websites: OAA – student focus, Faculty Senate – faculty focused, OIE – assessment focused, Registrar's Office –

student focused. Rose shares a site from a different institution to show how the ILC website could be set up. The group prefers the one main website setup.

On a motion by Kazuschyk, seconded by Veldman the committee unanimously approved to create an official ILC website.

Meeting adjourned. Meeting ended at 2:58pm.