Bergen Community College  
Committee on General Education  

Meeting of September 11, 2012  
Minutes

Members present: Louis Crescitelli, Lucy Caruso-Deane, Ilan Ehrlich, Gary Correa, Dorothy Giglietta, James Bumgardner, Michael Redmond, Joshua Guttman, Amy Ceconi, Danielle Coppola, Harriet Terodemos, Bridget Connolly, George Cronk, Margaret McLaughlin, Beth Pincus, Barbara Walcott, Judi Davis

Guests: no guests

1. Last Meeting: The minutes of the 5-8-2012 meeting were approved as written. 12-0-1

2. Chairperson’s report: Judi Davis reported:
   a. Information Literacy Project: The Information Literacy Team consists of Joan Dalrymple, Annemarie Roscello, Heather Cook, and Judi Davis. Over the summer we collected 180 General Education Syllabi and reviewed the learning outcomes and assessment measures specifically related to the NJCC Integrated Course Goal for Information Literacy. All syllabi were linked in a database (Formsite) which contains the SLO’s for Information Literacy and the measures used to assess it. We were able to send data from 28 syllabi to the state SLOs and assessment measures. Then we began a revising process with syllabi that had either SLOs or assessment measures for Info Lit. We are meeting with department chairs and faculty coarse coordinators to revise these syllabi so they accurately convey the work that is being done on Information Literacy. This work will continue to go on through the fall semester. The team will also design a generic rubric for Information Literacy that faculty can for assessment of assignments. We hope to collect a random sampling of assignments from all disciplines to get a benchmark of how BCC students are doing with Info Lit.
   b. Website: I took another (my third!) workshop on using SharePoint. I sketched out an outline and flowchart for a new web site and hope to get assistance from IT to actually put the site online.

Updates from NJCCC: Ten courses were submitted from five community colleges to be considered for General Education status in the state. All three courses submitted by Bergen were approved and are now on the Unified Course List:

   a. HIS 124 African American History (History and Diversity Categories)
   b. LIT 210 Introduction to the Short Story (Literature Category)
   c. LIT 229 Myth and Literature (Literature Category)
c. **General Education Assessment Plan:** About midway through the summer I met with Joann Marzocco and Bonnie MacDougall to discuss General Education and Assessment. At that meeting, Prof. Marzocco said that Middle States had advised her that our current form of assessment at Bergen is “decentralized.” The Information Literacy Project, however, is a form of “centralized” assessment since it is interdisciplinary and gives us feedback across all the categories in the General Education curriculum. I suggested that we use it as an example that not all assessment in the college is decentralized and that, indeed, we are engaged in interdisciplinary assessment as a result of the GE State requirements to provide information literacy data. With that it was suggested that a GE Assessment plan with reference to these centralized assessment projects be developed. A paragraph for the Monitoring Report (on the bottom of page 20) was written to this effect. I have suggested the creation of a GE Assessment Committee (comprised of faculty from across the disciplines interested in assessment) to be charged with the task of creating a more formalized plan for assessment of the General Education Program.

3. **New Business:**

   **Discussion of General Education Assessment Plan**

   Some comments from the discussion:
   
   - There needs to be a separation of the work of the General Education committee as it now exists from the assessment of General Education process.
   - The idea of a standardized test was discussed.
   - We should examine and synthesize existing departmental assessment reports to see where we might begin to formulate a plan.
   - We should use the revised Student Learning Assessment Plan approved by the Senate in the spring of 2012 when discussing assessment.
   - Interdisciplinary goals could be assessed in projects like the Info Lit project to provide more “interdisciplinary feedback” while discipline-specific goals can be assessed in the manner currently in practice.

5. **Adjournment:** The meeting adjourned at 1:30 PM

Respectfully submitted,

Judi Davis, Chair