Present: Rick Bartholomew, Jon Comer, Bruce Crauder, Steve Damron, Precious Elmore, Pamela Fry, Robert Graalman, Shelia Kennison, Amy Martindale, Brenda Masters, Bridget Miller, Bailey Norwood, Jeremy Penn, Joe Schatzer, Sheila Scott-Halsell, Bob Spurrier, Ajay Sukhdial, Lee Tarrant, Alan Tree, Juliana Utley, Mark Weiser, and Elizabeth Williams.

1. **Recap and introduction of chair and co-chair “volunteers” with opportunity for others to fill a ballot and have a vote.**  
   Dr. Fry welcomed members and noted that we had a great retreat and gathered enough feedback in the retreat to get started. Dr. Damron and Dr. Kennison have agreed to co-chair the task force. Dr. Fry commented that members of the task force need to reflect on the challenges of general education and decide on strategies. Should members split up in small or large working groups? Dr. Fry asked members to think about the student involvement in the small or large working groups. Retention and General Education Task Force members list along with the charges and minutes will be posted to the Academic Affairs website.

2. **Comments from co-chairs.**  
   Dr. Damron noted that general education belongs to everyone and involvement should expand across the University. The task force needs a set of aspirations and pertinent goals. General Education at Oklahoma State University must agree with the mission of the University. Dr. Damron went on to say that if the task force can’t find a way to elevate our general education outcomes, we have failed.

3. **First things first.**  
   What does the task force see as the aims and aspirations? What does the Provost expect? What makes OSU distinctive? Dr. Kennison wonders about the implementation. Should discussion include departments, colleges, and faculty? Is there a way to inform and request feedback at the same time? Who has knowledge of surveys? Dr. Penn noted that his area sends out surveys and receive a 20% – 35% student response rate and received a 40% response rate from faculty. Members suggested getting general education feedback from Alumni as well. It was noted that it was a good idea to send out a survey and it was asked what other institutions do and Dr. Bailey volunteered to investigate the processes of other institutions. Members were interested in the most interesting five processes from other institutions.

   It was noted that internet resources need to be used and it was asked if anyone had worked with Bill Handy. Members also suggested creating an O’Colly ad to prompt communications. Another suggestion was to contact AAC&U (American Associate of Colleges and Universities) as a resource to maybe bring in a consultant to speak in a seminar or to the campus. Perhaps invite an AAC&U representative to a future task force meeting. Has anyone read the Colleges or Universities 20/20 report for the expected vision for educational institutions? Members suggested incorporating some general education inquires in the annual alumni summary. Members feel that Alumni, current students and faculty need to have input on general education. Dr. Damron noted that 5 to 6 members should work to create a plan. Dr. Norwood and Dr. Penn volunteered. Dr. Damron noted that areas the task force might consider addressing include creativity, leadership, service, and ethics. It was noted that the task force needs to tap into the knowledge and experience of the General Education Advisory Council (GEAC) and it was noted that some representatives of the task force are on the council.
Members noted that a survey is a good way to involve and inform faculty. Members noted that faculty and students are given very little information on general education, advisors tell students to take the courses but don’t explain the benefits, it’s a checklist. It was noted that the task force needs to move quickly on the survey to faculty and use the NSSE survey needs to be used from University Assessment and Testing.

Members need to discuss the general education “signature” for OSU. What do we mean by the “signature” what do we want our seniors to be connected to the vision? Do we identify what our peer institutions are doing with general education and how OSU can differentiate ourselves from other institutions? Will there be a stamp on transfer students, can OSU tie general education with the disciplines through the college and discipline core? If colleges have their own general education integrated into their disciplines they would have more ownership and accountability. Members noted to be sensitive to students needing to graduate. To sell general education it needs to be useful to students and employers. Members asked if the information gathered during this process should be put in a SharePoint site.