

GEEC Meeting Minutes - April 23, 2024

Chair Travis calls the meeting to order at 11:06 AM

In attendance: Rendon, Travis, Vlad, K. Johnson, A. Johnson, Gerard, Hartzell, Asvapathangui, Sayegh, Heyadatipour, Wallis, Shin, Quam-Wickham

M/S Approval of Agenda

M/S Approval of meeting minutes of April 9, 2024

First order of business, the COMM Department fixed the GE form for COMM10

A2 update: all departments have been contacted and advised to get all items needed for recertification to the committee before the end of the year. Travis needs to meet with Department of English for assessment purposes.

Wallis question: What type of lead time are departments being given to get their materials in? Concerns about workload on smaller departments with part-time staff members. Answer: At least a semester. COMM had less time but we needed to get going on recertification and assessment.

Wallis: It seems few departments have an idea what will happen when their GELOs will be assessed. Perhaps we should give a longer lead in time.

Travis: A/AS will get all information in soon, has a meeting with English soon. Departments know a semester before so that they have time to prepare. Additionally, A2 courses were certified six years ago, so revisions for recertification should be minimal.

Travis: We will have a different process for courses that are assessed with standard objective testing, such as in math and quantitative reasoning courses.

Move to discussion of the assessment rubric: Discussion of cheat sheets posted on the Canvas site; we encourage committee members to use both as needed.

There was a slight edit on the nonverbal area of the A1 category for COMM. Stephanie Haskell made the edits. Note that we are not assessing criteria B, E at this time. M/S/A COMM A1 rubric.

Question: Should ex-officio members participate in assessing artifacts? Answer: As they desire or feel comfortable doing so. Student member of the committee is not expected to assess artifacts. Two committee members who have not attended meetings this year are expected to participate in assessing artifacts. Alternate committee members who have attended meetings are expected to participate, as well.

Discussed using a Qualtrics version of the rubric per Pittiporn's suggestion. Quam-Wickham volunteers to create the rubric in Qualtrics and shared an earlier version of an assessment rubric that she created for a different institution. Several committee members made suggestions about things such as question flow and space for commentary, which Quam-Wickham will incorporate into the A1 rubric in Qualtrics. Qualtrics form will be available for use this semester, though participants may choose to use paper rubrics if so desired, which will require submitting a scored rubric for each artifact.

K Johnson question: What should we expect for the future in assessing A1 this term? Answer: In Canvas, there is an initial package of the rubric, two cheat sheets, and will also have a link to the Qualtrics form and a list of assigned speeches that are housed in SharePoint. Travis will assign artifacts to individual committee members. Committee members will assess the artifacts as required before the next meeting.

Meeting adjourned at 12:07 PM

Respectfully submitted, N. Quam-Wickham
These minutes have not been approved.