

Minutes
Graduation Writing Assessment Requirement Committee
Meeting 6
November 15, 2024
1:30pm-3:00pm

Call to Order: 1:32 P.M.

In attendance: Eve Baker, Nicollette Brant, Tom Do, Lisa Fascia, Lorenzo Gutierrez-Jarquin, Henry O'Lawrence, Loretta Ramirez, Deepti Singh, Courtney Stammler, Maiyoua Vang, Alexandra Wilkinson, Mark Williams

Approval of Agenda

Williams moves to approve the agenda, and Singh seconds the motion. The agenda is approved.

Approval of Minutes for 11-1-2024

Williams moves to approve the minutes, and O'Lawrence seconds the motion. The minutes are approved.

Announcements

GPE Testing Update: Eve Baker

Baker notes that 2005 students tested in November, and testing is working on getting scores back to students.

Stammler notes that many students have contacted her about registering for the Spring 2025 semester, although they have not taken the GPE. Baker notes that this semester, testing is not planning on offering a special December GPE.

Fascia notes that a future appeal may be coming to GWARC and asks a clarifying question about students taking/enrolling in WI classes before receiving a score on the GPE and department awareness. Stammler notes that sometimes departments issue permits overriding the WI requirement. It happens, and it is not ideal.

GPEAC Update: Tom Do

Do notes the committee has been working on one new prompt and reworking past prompts.

Updated GWARC Meeting Schedule (per Academic Senate GWARC homepage)

Academic Senate does not have GWARC meeting on Dec. 20, Jan. 17, or May 16 therefore, those will be removed from the Outlook calendar.

GWAR Coordinator's Report

Brown was not able to attend this meeting.

New Business

Update on GWARC Policy Proposal Review by CEPC

Ramirez attended the CEPC meeting. Ramirez briefly reviews the draft policy that is available on Canvas for further review. The council reviewed part three primarily during this meeting which included the responsibilities for individual departments. Ramirez notes that most of this section was removed. As most of it applied to the departments choosing discipline-related WI courses, and those have been removed, it made sense to remove this section. Student learning outcomes have also been removed from the policy.

Ramirez also notes that some of WAC's previous responsibilities in the proposal may shift to GWARC. Ramirez discusses the current charges of GWARC that are available on Canvas. Much of the charges include the GPE and student petitions. Therefore, these responsibilities would need to be phased out eventually.

Ramirez also notes that managing the modules will fall under GWARC. Do asks what managing the modules involves because that is ambiguous. Ramirez does not have an answer at this time.

Wilkinson notes that this committee and this campus need a grace period for the implementation of the new policy. This will allow instructors, students, and staff to adjust to the new policy. There also needs to be a plan for the many faculty that teach portfolio classes before removing them. Wilkinson notes that classes may need to be converted into other classes, or faculty need to be trained to teach additional courses. Stammler also has questions about GWAR advising and its role going forward.

Gutierrez-Jarquin asks when the new policy will be implemented. Ramirez notes that it still needs to go through Senate and does not have an answer at this time. Stammler foresees issues with students who take the GPE in the Spring only to find out the GPE is removed in the Summer. This may lead to numerous student appeals. Gutierrez-Jarquin notes that maybe the test should be removed in the Spring to avoid this. Wilkinson adds that this needs to be a slow process to allow students and faculty to adjust. She notes that it will be a complicated process no matter what, but a slow process will lessen the burden. Wilkinson also discusses a mandate sent mid-summer a few years ago issued from the Chancellor's office stating that grad students will meet the GWAR and do not need to take the GPE or portfolio classes. This led to students dropping classes in the middle of summer session and requesting refunds. There was no time to adjust.

Brants asks if the committee is still in favor of submitting the original proposed policy before CEPC's changes were made. Brant notes that the changes should come from someone within Senate. The Senate goes line by line when reviewing the policy and believes that once they pass a line on the document, they do not return to it. Stammer notes she is an alternate on Senate this year, but people are invited to speak during the process. Ramirez notes that the committee may be able to submit something called Friendly Edits, although these are not official.

Ramirez begins a discussion on the bullet points under the UWC charges on the policy proposal. She asks the committee if these charges relate could relate to GWARC in some way. Many of the UWC charges could apply to GWARC, but many do not.

A discussion occurs on the bullet point on establishing preferred qualifications for faculty. Wilkinson believes that this charge should most likely fall within the departments and not on GWARC. Williams agrees with this statement. Stammer notes that as a GWARC advisor, new faculty who are teaching portfolio classes often consult with her and the office. Perhaps something similar could happen with WI classes or the office responsible for WI classes. Do notes that the language is vague but could refer to a simple list that GWARC creates to disseminate the preferred writing qualifications of those teaching WI classes. Do does not interpret it as choosing the faculty specifically. Ramirez notes that this is not currently part of our charge.

Brant notes that all the items on the list imply that GWARC has the ability to enforce these charges, but GWARC does not necessarily have this authority. Brant also notes that the effort may not be worth it if there is no ability to enforce the bullet points. The charges should be clear if they are recommendations or rules.

The third bullet point discusses the approval and monitoring of WI courses, which GWARC already does. However, Ramirez cannot find the documentation stating that GWARC is responsible for monitoring WI classes. A conversation occurs about the topic. Ramirez notes that reviewing 90+ WI classes will be very time-consuming. Therefore, she would like to find the specific wording for the charge. Wilkinson notes that she favors absorbing this charge if the language is very specific, such as how often the reviews of WI classes should occur. If the review happens every five years versus every year will be important to consider before taking on this charge. Brant asks if GEGC is responsible for all class assessments. Ramirez is not sure of the answer to this at this time.

The bullet point on coordinating the implementation of WI classes with GEGC is something the committee believes is related to GWARC. GWARC is already charged with approving WI courses, so submitting paperwork along with it is understandable. However, the person responsible for this is unclear in the bullet point.

The next bullet concerns professional development for instructors teaching WI classes. Wilkinson asks if the college will provide any professional development. Ramirez notes this will depend on funding. Wilkinson also states that she is in favor of approving the professional development but not in favor of the committee running it or the actual development of it. Brant notes that GEGC offers one hour of professional development each semester.

The bullet point on WAC director communication does not apply to GWARC, especially if no WAC director exists.

A discussion occurs about the bullet point about overseeing the development of information, training, and resources for WI classes. Ramirez and Wilkinson do not believe this is currently under GWARC's charge. However, Stammer notes that GWARC advising does provide several forms for portfolio faculty. This could transition to WI courses.

The final bullet point discusses policy change information dissemination. Stammer believes this is similar to the previous bullet point. What office or offices should be in charge of sending out memos about the changes and ensuring they are enforced is an excellent question. Wilkinson notes that if there is a change in policy, GWARC only meets twice a month. It is not ideal to have information dissemination fall on GWARC if changes need to be disseminated immediately.

Stammer asks what CEPC's vision is for ensuring writing skills among students. Ramirez notes she will take it to the committee.

Ramirez closes the meeting by thanking the committee.

Next Meeting: December 6, 1:30-3:00pm

- Remaining meetings: ~~Dec. 20~~, ~~Jan. 17~~, Feb. 7, Feb. 21, Mar. 7, Mar. 21, Apr. 18, May 2, ~~May 16~~

Adjournment: 2:55 P.M.

Submitted by Alexandra Wilkinson