

GEAC Meeting Agenda

April 24, 2023 | 3:00 PM

Zoom

Call to Order at 3:00 PM

Attendance - Amanda Thomas, [Rebecca DeMayo](#), Tim Schroer, David Leach, Shea Rose, [Elizabeth Falconi](#), [Ashley Dycus](#), [Jean Cook](#), Kyle Carter

1. Approval of past meeting minutes (March Meeting) - The March Meeting Minutes were approved.
2. Status of outstanding improvement plans and final review of submitted ones - Kyle shared that IPs were still outstanding for CHEM 1211, 1212, 1100, 1151k, 1211L, 1212L, and that we had been reaching out to them frequently. We also updated all tools and rubrics and had faculty to review them. Becky mentioned that we still need to do the data for D2 and E4. The faculty for C2 have been contacted and their results have been sent. A reasonable deadline for C2, D2, and E4 was discussed, and Tim suggested Labor Day as an IP deadline if the data are given to them by May 1. Jean then discussed ways that we could reduce the overall load of the assessment process, including perhaps lessening the number of artifact requests per course. We then discussed increasing the number of AP semesters and evolving the process to the time we are in now with less faculty, staff, and time. Tim suggested adding a semester for data collection. Shea then mentioned that her 10% service was already maxed out and that in the sciences, they were only allowed 10% for service. Kyle then asked anyone with ideas to streamline the process to share them as they arrive. Shea mentioned that she could not figure out where in the process the breakdown was occurring with CHEM and the other sciences. Tim suggested emailing the chair and pc, and Kyle and Shea mentioned that they had done that.
3. Discussion about F21/SP22 Annual Report - Kyle suggested that we were very very close to being done with the F21/SP22 annual report,

and that a gracious note was included where we are missing IPs. Becky thanked everyone for their work on this third annual report.

4. Communication regarding meeting with Ryan Bronkema about XIDS scoring - Kyle mentioned that Jean, Amanda, Becky and he met with Ryan about the 100 samples pulled from the XIDS courses. We instructed him about the scoring process (at least two scorers). Becky asked to make sure the random sampling process for XIDS (similar to the one in English) was okay with everyone on GEAC. There were no issues, and Jean even mentioned that this is a way with which to make things easier. GEAC voted to approve this process for XIDS.
5. Spring 2023 artifact outreach/submission deadline update - Kyle mentioned that we had sent out the tool and rubric spreadsheet on 4/4, and we sent out the call for submissions on 4/18. Two more reminders will be sent out before the deadline of 5/15. Jean asked about the work to pseudo automate the email process, and Kyle said that things were working well. Kyle and Becky felt that sending out the tools and rubrics was helpful and reduced the magnitude of questions and concerns. We were also able to make sure everyone was linked with the updated tool.
6. Discussion of further delay in scoring artifacts from Fall 2022 in Xitracs and recruiting faculty scorers - Becky discussed that the semester after the artifact collection was when the scoring happens. We have not uploaded the artifacts yet and that it will need to take place this Fall. Amanda suggested scorers work on Fall and Spring at the same time to alleviate a scoring session and economize the process. Amanda mentioned that this will require faculty to score more but that we could get additional faculty to score and share the load. Becky suggested that it occur earlier in the semester instead of later. Kyle then reiterated that making the process more scheduled and publishing the schedule to the website would be beneficial.
7. Possible meeting dates for first Fall 2023 GEAC meeting and any other outstanding items before Summer -

- a. Amanda brought up the staggered timeline and the need to evaluate a better schedule such as 3 semesters of collection and then 3 semesters of analysis. A skip step semester was also suggested so that we can strategically align cohorts of data collection. This will even out the workload. It was suggested that we get a product in place and send it out for feedback and potential future approval. Ashley mentioned that having more than one semester of collection of data is beneficial, and that is a benefit of having three semesters on, three semesters off.
- b. Shea and Elizabeth mentioned that they were not going to be able to be on GEAC any further due to the demands on them as faculty members.
- c. We all agreed that we could meet for the first time in the Fall on 8/11 in the afternoon.

Adjournment at 4:00