

# UWG General Education Assessment Committee Meeting

October 26th, 2022 | 4:00 p.m. to 5:00 p.m.

Via Zoom

## Call to Order

- R. de Mayo called the meeting to order at 4:02 p.m.

## Present

- R. de Mayo, K. Carter, J. Cook, A. Dycus, E. Falconi, E. Hunt, D. Leach, A. Pawar, S. Rose, and T. Schroer

## Absent

- S. Sykes & A. Thomas

## Approval of Minutes

- The meeting minutes from October 7, 2022, were approved unanimously by voice vote; however, the meeting minutes from September 2, 2022, were approved pending one friendly amendment.

## Old Business/Updates

### *Pre-Meeting Communication*

- T. Schroer joined the meeting early to discuss the Xitracs Artifacts Scoring issue of Assessor status “Incomplete,” and how to address artifacts labeled as “missing.” R. de Mayo explained that assessors needed to skip (i.e., not score) such artifacts.

### *Introduce New General Education Assessment Director (Provost Faculty Fellow) - A. Pawar*

- A. Pawar introduced Kyle Carter as the new Provost Faculty Fellow for General Education Assessment and thanked him for stepping into the position. She then asked members to introduce themselves, which they did in turn briefly.
- K. Carter expressed his excitement to work on the GEAC Committee and looked forward to taking on this new challenge.

### *Updates on Assessors’ Scoring (SP22 Artifacts) - R. de Mayo*

- R. de Mayo stated that faculty assessors are still needed for C2 COMM 1154 & E4 XIDS 2300. E. Hunt said she would follow up with Dr. M. Conrad about COMM 1154, and E. Falconi recommended contacting Dr. A. Walter about XIDS 2300.
- R. de Mayo presented a status update for the remaining Spring 2022 course artifacts, discussed extending scoring deadlines, and reminded the committee that assessors must click the “complete” button in Xitracs when finished.

### *Workgroup Members, Improvement Plan Resources (J. Cook & E. Hunt), and Deadlines*

- The response to A. Pawar and R. de Mayo's emails to Departments and Programs asking for workgroup member faculty assignments have, for the most part, been successful. The next step is to compile the new member list and share it with GEAC.
- R. de Mayo is finishing the Core Area C1 Improvement Plan folder based on the Area B Improvement Plans folder and resources developed by J. Cook, especially the Core Area Improvement Plans Google Form. She will continue to create similar Improvement Plan folders for the remaining Core Areas as quickly as possible.
- J. Cook noted that she had received a few questions from faculty about the Implementation Plan folder and Google Form, mainly about clarifying what exactly is needed, and that she set the deadline for before Thanksgiving Break. The Committee agreed to push the Improvement Plan deadline until before Thanksgiving as it was much more reasonable and that flexibility this semester is critical.
- E. Falconi asked about Core Area E3 and was told that the new workgroup member contact for the area is Dr. H. Mbaye, a faculty member and the program coordinator for the Political Science program.

### **New Business**

#### *Fall 2022 Data Collection (B1, B2, C1, D1, and E3) - R. de Mayo*

- R. de Mayo confirmed that after a discussion with A. Thomas, GEA Data Collection and requests for submissions by faculty in Core Areas B1, B2, C1, D1, and E3 will take place at the end of the Fall Semester 2022.
- D. Benson has completed the initial random sampling of courses. The next step is creating Course/Faculty Folders in the General Education for Faculty Shared Google Drive for faculty submissions of written artifacts, oral scores, and multiple choice data exports.
- The other task that must be completed before sending email requests to faculty members for GEA submissions is the development of the Fall 2022 Sampling Spreadsheet Google website.
- GEAC tentatively set the date when email requests for data collection submissions by faculty for the second full week in November but sometime after November 15, 2022, since that is the deadline for this year's Academic Program Assessment Reports.

#### *Spring 2023 Implement & Collect Phase Progress - A1, A2*

- R. de Mayo will create Improvement Plan folders for Core Areas A1 and A2. She will also compile and send the Spring 2022 data/results from the scoring of artifacts once the faculty assessors from those areas have finished.

### **Next Meeting Date and Time**

- The next meeting date was discussed and is anticipated towards the end of November (after Thanksgiving Break).

### **Adjournment**

- Meeting adjourned at 4:53 p.m.