

**General Education Assessment Committee**  
**November 12, 2018**  
**MSU, Room 322**

**Present:** Krista Prock (at-large non-teaching faculty), George Sirrakos (COE), Robert Ryan (at-large teaching faculty), Gil Clary (Office of Assessment), Angela Cirucci, (VPA), Sudarshan Fernando (CLAS), Soojin Kim for Yongjae Kim (COB), David Beougher (Academic Dean), Robert Folk (at-large teaching faculty), Amy Lu (at large teaching faculty).

**Absent:** Patrick Moyer, (Student Representative), John Stanley (GEC).

Sirrakos called the meeting to order at 2 pm.

**Minutes:** Motion to approve the October 29, 2018 Minutes by Prock, seconded by Cirucci. Motion passed to approve the Minutes.

**Middle States Monitoring Report:** this report is due March 1, 2019. At the last Academic Assessment Council meeting, it was discussed what information the GEAC will provide. AAC would like us to document our continued work. We will highlight our function, and that we are a sub-committee of the GEC. It was asked what we do with our annual report. We will try to be more intentional with the report and what we do. Do we want to include a brief listing of the workshops conducted, executive summary? How can the deans, departments and general education use the information in the report? Discussion followed. One option that is being discussed – there is a workshop on January 14, 2019 focusing on using data. It is thought the afternoon could be used for a joint meeting with AAC, GEAC and GEC.

At our next meetings on November 26<sup>th</sup> and December 3<sup>rd</sup>, we will discuss the 2017-18 assessment report and the implications of the report.

**Rater Process:** Sirrakos has contacted faculty requesting work products for particular students. Work will be divided among raters. Prock explained the process as performed in the past. Sirrakos has started to receive student work. Discussion followed. Faculty is required to submit all student's work that fits our criteria. Unfortunately, we don't get 100% compliance and receive all the work product requested. Raters will be trained as we have done in the past. It is believed the norming process needs to be more uniform. Prock will lead the rater and norming process. It would be better to have these sessions during the fall 2018 semester. On November 26<sup>th</sup>, we will have work product which will help initiate some of the conversations. Tentative dates for training will be during the last week of classes and finals week.

**Benchmark:** committee members searched the websites of other institutions with similar demographics. No benchmarks can be found. Susie's book provided many questions with few answers. It is not an easy thing to do. What do we mean by benchmarks? It can mean a minimum or a maximum. Discussion followed.

We may need to include a glossary of words for clarification for a report reader. We will see what we have done in the past. In 2016-17, we followed the students. Prior to that, we looked at the beginning

level courses. We will use the group's extracurricular document. Referring to Suskie's book, page 296 – we are focusing on extracurricular and VALUE added. It was hoped this will offer guidelines.

Next meeting is Monday, December 3, 2018 2 pm in MSU 322.

Meeting adjourned at 2:55 pm.

/km

11/26/2018