

**General Education Assessment Committee**  
**Sept. 18, 2019**  
**MSU Room 322**

**Present:** David Beougher (Academic Dean), Angela Cirucci (VPA), Sudarshan Fernando (CLAS), Amy Lu (at large teaching faculty), Khori Newlander (at large teaching faculty), Krista Prock (at-large non-teaching faculty), Karen Rauch, Robert Ryan (at-large teaching faculty), John Stanley (GEC).

**Absent:** Student Representative, Yongjae Kim (COB), George Sirrakos (COE).

A. Cirucci called the meeting to order at 2 pm.

**Minutes:** The minutes from the September 4, 2019 meeting were presented for review. Motion to approved the minutes by K. Prock, seconded by A. Lu. Motion passed.

**Announcements:** The Q&A sessions have been scheduled for faculty to come ask questions about GEAC. A. Cirucci said she plans to provide a brief intro on GEAC and the goals for this semester. The times of these sessions were listed on the Agenda, and the members were asked to promote these sessions among the faculty.

**Old Business:**

**Sessions for Faculty:** Norming sessions were discussed by the committee. A. Cirucci plans to have special training for the foreign language classes in MLS, and considers there are three categories for SLO 1: MLS courses, English language writing and English language speaking.

**Norming Sessions:** The committee discussed conducting a norming session of the rubric prior to anyone going to use it for rating. It was decided to do a separate norming session for Communication Studies faculty and GEAC members. A. Cirucci said she would have a norming session for her department. GEAC members will do a norming session in place of the regular meeting on 10/2. B. French will arrange for a laptop and projector for the 10/2 meeting.

**Scheduling Speaking visits:** A. Cirucci provided a handout of speech days in COM 10 classes by faculty member. There are a variety of dates and times available, and GEAC members will go to the classes to do the observations. The members signed up for days and times that worked for their schedule, and A. Cirucci will make a Google Excel file to share with everyone's scheduled rating session.

**MLS Speaking assessment:** A. Cirucci is waiting for an update from the chair of the MLS Dept. for more information on this topic.

**New Business:**

**GEAC Norming for SLO 1a:** This will be reviewed during the norming session on 10/2.

**Norming Instructors of COM 10:** A. Cirucci will host a norming session in her department for the COM 10 faculty.

Next meeting is October 2, 2019 at 2 pm in MSU 312.

Meeting adjourned at 2:30 pm.

/bf

9/27/2019