

**General Education Assessment Committee Nov. 16, 2020  
4pm, Online via Zoom**

**Present:**

David Beougher (Academic Dean), Diana Ebersole (VPA), Sudarshan Fernando (CLAS), Amy Lu (at-large teaching faculty), Christine Núñez (at-large teaching faculty), Amber Pabon (COE), Krista Prock (Office of Assessment), Karen Rauch (Administrative Affairs), Robert Ryan (at-large teaching faculty), Daniel Stafford (at-large non-teaching faculty) and John Stanley (GEC).

**Absent:**

Undergraduate Student Representative, and Liaoliao Li (COB).

**Guests:**

Bethany French

Amber Pabon called the meeting to order at 4:00 pm.

**Announcements:**

**Minutes:**

The minutes from the Nov 16, 2020, meeting were presented for review.

They were moved by C. Nunez, and seconded by D. Ebersole. MOTION PASSED.

**New Business:**

**Spring 2020 Ratings (deadline 11/15)**

The deadline for raters to return completed ratings was 11/15, and K. Prock sent an update to A. Pabon that 3 raters did not return items, one of whom is currently communicating with D. Ebersole. If the other two still have not submitted by tomorrow morning, D. Ebersole will reach out to them.

A. Pabon asked if we should sent out a thank you or something to acknowledge the raters work. K. Prock stated that we usually do, and it's usually a thank you letter. A. Pabon asked K. Prock, D. Ebersole and B. French to coordinate and work on distributing those letters to the raters.

**Recap from Middle States Meetings and Friday's Report; next steps?**

K. Rauch opened discussion on the exit report, stating that it went very well, and there were commendations, and no recommendations other than to continue what we're doing. Thank you to everyone who participated in the small group meetings.

J. Stanley stated that the General Education sessions went well, and that many of their questions had to do with process and how we plan to handle that. One thing the visiting team talked about was having one large evaluation of the whole program, and he was not sure if that's meant to be a summary of the last 5 years of SLOs or of something bigger. K. Rauch agreed that we could look at it in a less granular fashion in the future.

Discussion ensued on next steps ideas. Discussion on marketing accomplishments, developing dashboards or FAQs for faculty to view on what GEAC does. D. Stafford stated he has some experience building those items, using Tableau Public and Google Data Studio, but those leave your data exposed to the public. He may need to discuss what and how to post it, and is comfortable creating a few different prototypes. D. Ebersole stated she is against scraping data, and would prefer to have careful, measured data selection that are developed for this. K. Rauch asked about using Power BI in Teams and if anyone had experience using it; no one has used it yet.

J. Stanley suggested moving the GEAC website off the accordion of GEC to its own website. Discussion on website presence and structure ensued.

### Update on Fall 2020 FYS Student Work Product Submissions

Nothing new to report on this topic. K. Prock stated that only 2 professors have submitted work product so far, and is not worried about that until Finals week. A. Pabon shared her concern about students checking out after Thanksgiving, and asked about sending a reminder to the faculty about not waiting to submit work products. Discussion ensued. The committee decided to send out a reminder to submit work products.

### Schedule for Fall semester wrap-up and report:

K. Prock stated that the committee needs to decide what to do with data from spring, and decide who is writing which parts of the report. K. Rauch spoke with Natalie Snow after the last meeting, and was told that the data ask was for all students graduating that year, and that the courses in the spreadsheet are only the courses they took while at Kutztown. This means that the 14 students with less than 3 prefixes were most likely transfer students. It was suggested that we revise how we request the data for next time.

For writing the report and division of labor on that, the committee will discuss this on Nov. 30.

Meeting adjourned at 4:58pm

bf – 11/19/20