

**General Education Assessment Committee February 27, 2023  
2pm, Online via Zoom**

**Present:**

Michele Baranczyk (Office of Assessment, chair), Lauren Levine (CLAS), Liaoliao Li (COB), Amy Lynch-Binieck (at-large teaching faculty), Meg Norris (COE), Megan O'Byrne (GEC), Karen Rauch (Academic Affairs), and Dan Stafford (at-large non-teaching faculty).

**Absent:**

Dannell MacIlwraith (VPA), Laurie McMillan (Academic Dean), Feisal Murshed (At-large Teaching Faculty Representative), Robert Ryan (at-large teaching faculty, and Undergraduate Student Representative.

**Guests:**

Bethany French, and Jordan Pettit.

M. Baranczyk called the meeting to order at 2:02pm. There was no quorum yet, so the approval of minutes was moved to later in the meeting, as a couple members had notified B. French they would be running late.

**New Business**

**Additional Task Signup:**

M. Baranczyk opened discussion and noted that only one task still needs members to sign up for it: the 1A Rubric Revisions (Oral Communication). The work includes converting the rubric from holistic to analytic, and then working on revising and updating the rubric. This needs to be done this semester so the final version can be approved for use in the Fall 2023 semester. Discussion ensued. M. Baranczyk will send an email to all members requesting volunteers.

A. Lynch-Binieck added an update about the 1B Rubric Revisions (Written Communication), and shared that she has sent a draft out to faculty for feedback, and heard back from just a couple so far. They have until Friday, March 3, to provide feedback and she plans to send a reminder for them to submit feedback.

Since the C1 and the C2 rubrics are now approved, K. Rauch requested that they be posted on the GEAC website. B. French will post them this week and notify the committee when that is completed.

**Full Cycle Report Update:**

K. Rauch provided an update. The Assessment subcommittee for the General Education program review has met twice so far this semester, have completed answering all the prompts that GEC provided, and are ready to begin working on the first draft of the report.

## Spring 2023 Report Update:

L. LI and M. Norris provided an update on this report. L. Li has been working on the context and introduction, and she will submit what she has done so far to M. Baranczyk. She noted that she has included information about changing from holistic rubrics to analytic rubrics in the context section.

## Data Storage:

D. Stafford spoke to this topic for the committee. It was noted that the committee was presented information on two potential options, and D. Stafford stated that he's leaning towards using the Open Science Foundation option that R. Ryan had presented on, since it's set up better for sharing information and not just archiving documents. Discussion ensued.

## Bylaw Revision Update:

D. Stafford noted that he's not sure what the committee is asking for, but did a review of the foundational documents of the committee. He reminded the committee that the bylaws can be changed with a vote of at least 2/3 of the members in approval, and approval at UCC, GEC and Senate. M. Baranczyk thinks that the first step should be to remove the need for approval by Senate, since GEAC does not report to Senate. Discussion ensued. D. Stafford will email Senate leadership asking about details to remove them from GEAC's bylaws approval process.

## Approval of Minutes

Quorum was achieved at 2:15pm. The minutes from the January 30, 2023, meeting were presented for review. It was moved by A. Lynch-Binieck, and seconded by L. Li, to approve the minutes. MOTION PASSED.

The notes from Feb. 10 were also reviewed, but voting was not required since there was no quorum achieved on that date and only a discussion was held. They are not considered official minutes and will not be posted online.

## New Business

### Spring 2023 Rating Plans

M. Baranczyk opened discussion, and noted that the process needs to be edited. She has been receiving push-back from faculty about having the rating day after graduation, since they will be off contract at that time. The plan now is to return to volunteer raters, and stick to a time commitment limit rather than a number of items to work on. A. Lynch-Binieck asked if there is a fall-back plan if not enough people volunteer as raters, and M. Baranczyk noted it would be GEAC's responsibility to complete the ratings, adding that GEC members could be asked to assist. The GEAC members are requested to encourage and ask faculty members to volunteer and attend the rating day event.

L. Levine add she's been hearing that faculty are concerned about being "forced" to conduct all their ratings after the semester ends and in a single day. She is also concerned that we would lose something if faculty are not allowed to rate their own student work products. Discussion ensued.

M. Baranczyk stated that Doug Scott has offered to help with developing the webpage for the Rating Day event. She added that there will be more data to keep track of, and asked members to think about how that data is tracked. K. Rauch suggested having a cart with iPads or laptops for raters to use to submit rating data, and have the ratings reflected in real time, kind of like a game show. L. Levine added that the rubric can also be built into D2L and keep the data there. Discussion continued.

M. Baranczyk stated that the planning committee is working on organizing the day and working through the obstacles, and wanted everyone aware of the recent changes.

## ADJOURNMENT

It was moved by A. Lynch-Binieck, and seconded by M. Norris, to adjourn the meeting.

Meeting Adjourned at 2:38 pm