

General Education Evaluation Committee (GEEC)
Minutes of the April 25, 2023 meeting

In attendance: Travis, Paskin, Shin, Hedaya pour, Asvapathanagul, Johnson, Sheridan, Tchen, Washburn, Wallis, Sayegh, Scepanski, Quam Wickham

Meeting began at 11:03a

M/S Approval of meeting minutes for 3/14, pending corrections

M/S Approval of meeting minutes for 4/11, pending inclusion of incorporation of Research on subcommittee minutes

Chair Travis proposes delay of approval until end of meeting.

Elections for 2023-24 AY: Chair Travis self nominates for chair; Washburn self nominates for vice chair; Quam Wickham agrees to continue as secretary. Unanimous acclamation by members.

Discussion of research efforts: Calendar and process for collection of syllabi.

1. Paskin notes that collection will be coordinated with departments; ask that links to e-syllabi be provided to avoid paperwork overload.
2. Sayegh mentions process of academic program assessments may be able to replicate folder set up in central sharepoint
3. Wallis asks about issue of how to handle very long (e.g., 10+ page) syllabi. Sayegh and Travis respond that we are auditing syllabi and that most important part of the syllabi are SLOs and GELOs (and alignment). Both note that our Assessment Pilot in the fall will help us determine workload of the GE research on subcommittee.
4. Wallis raises issue of small departments: How will understaffed departments handle burden of research on? Some members respond that this duty may fall on department chairs and curriculum committees, rather than solely on administrative support personnel.
5. Travis leads long discussion of how syllabi will be collected. Introduces template of letter to be sent to department chairs re: research on.

Discussion of assessment efforts: Calendar and processes for assessment.

1. Introduction of template for letter notifying departments of assessment schedule. Note that department chairs will receive this letter at the end of this AY, notifying them that collection of student work will begin in F 23 and Sp 24.
2. Departments will be asked to forward syllabi for courses taught that satisfy A2, D1. Syllabi should be current (for semester taught and submitted). Also require submission of any rubrics and indicate assignments that are used to satisfy identified GELOs to be assessed.
 - a. Question about which GELOs will be assessed in courses with many. Will we assess all? Committee will need to identify which GELOs to be assessed and work

