

**Meeting Minutes**  
**GENERAL EDUCATION ASSESSMENT TASK FORCE**

**Monday, September 8, 2008, 2:00 PM, MCCS 462**

**Present:** Youlanda Henry (Co-Chair), Nancy Yurko (Co-Chair), Patricia Bell, Sheri Brown, Lynne Crosby, Julie Giuliani, Patty Lee, Bill Meisel, Joel Rappoport, Mike Reynolds, Jim Simpson, Wayne Singletary, Karen Stearns, Chris Twiggs, John Wall

**Introductions**

- Task Force members were introduced and new members were welcomed.

**Meeting Schedule**

- The 2008-09 Task Force Meeting Schedule was agreed upon with additional meetings scheduled as needed.

<u>Fall</u>	<u>Spring</u>
September 8	January 5
September 29	January 19
October 6	February 2
October 20	February 16
November 3	March 2
November 17	March 16
December 1	April 6
	April 20

**Live Text Follow-up**

- Youlanda reported on her e-mail communication with her contact at Live Text. There is a one-time fee for students of \$89 that allows students access as long as they are registered plus one year. After that students can pay an annual fee to maintain access to their account. Institutions may also purchase student access for \$75 per student or charge an annual per student fee of \$40.
- Youlanda is still trying to get some answers from the Live Text representative and will then update the task force.
- There is also the possibility of having a Live Text demonstration in October.

**Definitions: Review/Revision**

- The previously planned college-wide discussion of the definitions will take place during the 1:00 p.m. discipline meetings at the rescheduled college-wide convocation on September 26<sup>th</sup> at South Campus.
- Nancy will assist Youlanda in finding facilitators for the meetings. Youlanda will notify the meeting facilitators and provide scripts for them to use at the meetings. The discussion will include a summary of last year's activities and outcomes concerning definitions, rubrics and pilot programs.
- Nancy will prepare handouts of the definitions and handouts for the meetings.
- Nancy will follow-up with Joy Haney next week to set up a Wiki site to be used by all college faculty in reviewing and commenting on the definitions.

## GEA Faculty Meeting

- The September 26<sup>th</sup> general faculty meeting had to be cancelled because of the rescheduled Convocation. The next general faculty meeting will be on October 23<sup>rd</sup> at Deerwood. The proposed agenda for the meeting follows:
  - Overview and brief history of the GEA project
  - Review results from the Minnesota team on AAC&U and MAPP crosswalk
  - Report on ePortfolio and Capstone pilots
  - Seek volunteers for a third pilot focusing on curriculum embedded assessment
  - Present results of Wiki discussions on the definitions
  - Break-out sessions to work on definitions and rubrics
- John Wall requested the creation of sign-up sheets that could be used during the breakout sessions so that facilitators could later contact individuals who participated in their work groups.

## Other

- Patty Lee questioned whether we can begin to provide some answers to some of the questions and concerns that have been raised by faculty concerning the assessment plan (see p. 27 of the End of Year Report and Recommendations). It was agreed that we would try to provide clarification on some of these issues via a FAQ sheet. Joel Rappoport and Youlanda Henry agreed to collaborate to update the existing FAQ sheet that appears on the website.
  - In response to faculty concerns about whether in the institution will provide funding for the pilots, Nancy Yurko suggested that we look into using CATL mini-grants to help fund these efforts.
- It was mentioned that we want to continue to emphasize two things to the faculty regarding the assessment project:
  1. Its ultimate goal is promote quality improvement at the institution.
  2. A number of different assessment models might be combined to assess a given competency.
- People were tentatively assigned to facilitate during the following breakout sessions:
  - Scientific and Quantitative Reasoning: Joel Rappoport/Bill Meisel
  - Global Sociocultural Responsibility: Pat Bell/ John Wall
  - Information Literacy: Sherri Brown

We will seek facilitators to cover the areas that do not yet have coverage.

No Attachments

Prepared by Karen Stearns