

UWG General Education Assessment Committee Meeting

February 16, 2022 | 9:04 a.m. to 9:47 a.m.

Via Zoom

Call to Order

- A. Thomas called the meeting to order at 9:04 a.m.

Present

- A. Thomas, A. Austin, J. Cook, R. De Mayo, E. Hunt, D. Leach, S. Rose, and S. Sykes.

Absent

- A. Dycus, E. Falconi, and T. Schroer

Approval of Minutes

- Meeting minutes from January 26, 2022 were approved unanimously by voice vote after minor corrections to attendance name spellings.

Old Business

E4 Reports in Xitracs Update

- A. Thomas made members aware that another minor bug has been noted in the Xitracs system, though nothing that will affect completion of reports for E4. Ability to add headers option is no longer visible when rows are collapsed. A. Thomas has submitted a new ticket to remedy this issue.
- Additionally, A. Thomas stated that when a user goes to edit a field and clicks on anything aside from the save button, the system will take the user to the current reporting cycle, even when working in a prior cycle. A. Thomas has also submitted a ticket to remedy this as well.
- A. Thomas noted that of the six areas of E4 that have areas to report, Geography, Political Science and Psychology are still needed.
- R. De Mayo noted that overall, the collection went well, but there was some confusion with Child Fields.

- A. Thomas stated that groups have already been split out individually, and the only additional field faculty would need to add is the improvement plan.

Artifact Collection Requests

- Census date will be February 22, 2022.
- Requests for collection will go out to faculty at the beginning of March 2022.
- A. Thomas stated that the current office move has impacted workflow but anticipates faculty receiving notification in a timely manner.
- Sampling Spreadsheet will be published to website with slightly modified instructions.

Update on scoring of Spring and Fall 2021 artifacts in Xitracs

- Still waiting on Theater 1100 course to finish scoring. E. Hunt will work to resolve.
- Fall artifacts have been pulled down from Google Drive, just need to create in Xitracs, set up workflows and get it uploaded. A. Thomas anticipates this completed early to mid-March at the latest.
- A. Thomas also hopes to have information available by March 16 on when training and communication with faculty can begin for scoring collection from last semester.

New Business

Possible Rubric alignment issues / options for improvements for data processing

- A. Thomas suggested putting this discussion off until the summer semester. Team concurred.
- R. De Mayo noted one exception: Those who submitted MC in the Fall, she will need to know how they want their total rubric score calculated. A. Thomas concurred.

Additional Business

- S. Rose requested a follow up meeting to discuss D1 and D2. She stated that she has reached out about the BIO 1010 course and has not received a response yet.

- A. Thomas addressed concern of meeting timelines due to lack of personnel and current Covid-19 pandemic. There is guidance that gives some leniency due to Covid-19, however assessment cannot stop due to the pandemic.
- A. Thomas and R. De Mayo expressed their sincere appreciation for the team and their hard work and dependability.

Next meeting date and time

- **Mar 16, 2022, at 9:00 am (via Zoom)**

Adjournment

Meeting adjourned at approximately 9:47 a.m.