MINUTES OF THE GENERAL EDUCATION ASSESSMENT

SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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Meeting Minutes: September 9, 2020

**Attendance**: Lisa Bryant (chair), Amila Becirbegovic, Luis Fernando Macías, Katherine Fobear, Dermot Donnelly-Hermosillo, Silvana Polgar, Mario Banuelos, Douglas Fraleigh

**Agenda Approved**

**Minutes Approved**

**Announcements:**

1. **Introduction and Comments from our new assessment coordinator Doug Fraleigh.**

Informed the committee of the former coordinator’s last work. Melissa Jordine completed the area B assessment last year. Doug met with advisors and there are growing concerns that with the 2018/2019 cohort we may see a rise in petitions.

1. **Updates to portfolio via Canvas**

Previously students were not able to see if they received GE credit from previous courses taken using blackboard. Melissa Jordine went in individually into the students’ portfolio to mark their credit. Now students and advisors can see if they received credit and know that they submitted something using the pathbright system.

**New Business:**

1. **Chair Election**

The GE committee enthusiastically voted again to have Lisa Bryant serve as continuing Chair for the GE committee.

**Update on the GE Portfolios for the 2018-19 first year cohort**

1. **Rise of petitions**

There is a growing concern that there will be a sudden rise in the number of petitions from students as they get closer to graduation. Previous numbers have stayed under 50, but there is a concern that this number will more than likely double. The GE committee is pressed with the task of intervening on this possible rise by creating a formalized set of guidelines and procedures for students and advisors to follow in considering GE petitions. This may reduce or modify the number of petitions the committee will receive

1. **Creation of a guide for advisors and students around GE petitions**

The GE committee decided on creating a handout to advisors on GE petitions. Kat Fobear volunteered to start the draft of this guideline. Elements involve considerations and efforts students should take before submitting a GE petition. These include contacting the professor to see if they can retrieve their assignment. The student needs to show a good faith effort in trying to retrieve the assignment and must explain this in their petition. This can also be a teachable moment for both the student and the professor.

1. **Creation of a Qualtrics or online form for petition**

Currently the petition is a scanned document with the students’ signatures. We would like to digitize this process so that it is easier to process. Doug is going to double check with Bernadette to see if this is doable.

**Report on petitions submitted over summer**

The number of petitions over the 2019-2020 school year were twenty. The petitions were spread across the GE, with several from IB and IC. Four petitions were presented for the summer. The reasons they gave were that they did not save the document, computer failure, or did not know they were supposed to save the document and submit it to their portfolio.

**Review of petitions submitted**:

Petition One: Fernandez. B4 was approved

Petition Two: Naniong. Ask the student to contact the professor to retrieve the assignment.

Petition Three: Verduzco. Ask the student to contact the professor to retrieve the assignment.

**GE assessments coming up this academic year (C1, C2, E)**

This school year (2020/2021) we are doing assessments for C1, C2, and E. The rubrics are ready to go and are approved. Doug is working right now to go through assignments and find the assignments that fit the learning outcome. The goal is to have this done by November and assign members of the GE committee to assessment teams. There will be a norming session planned. The committee will have the rest of the school year to finish these assessments.

This is the first time that the GE committee can include reflection papers to incorporate in the final report. The reflection papers can serve as an indirect method to assess students' learning and overall progress of the GE. This is task that would be best suited for qualitative researchers looking for common themes.