

**GER Assessment Subcommittee Meeting Notes \$
4/07/2016 \$**

Present: K. Jones, R. Santose, P. Casselman, K. Mahoney

Convened in FOB 620 at 11:00am

Minutes

- I. GER 4-6 examination
 - a. In the future, GER coordinators need to be more specific when writing reports. Reports must include details about approaches to assessment, the ways in which data is interpreted, and ways that they plan to close the loop or assess next cycle's process/methodology.
 - b. Kirk took notes for comments to give to GER 4-6 faculty coordinators.
 - c. Faculty need justifications for why assessment is important and more examples of what a good report looks like. Patrick advised that we should have a link back to Middle States and accreditation information to justify importance of assessment.
- II. In the future, Chair will be responsible for distributing GER data polls. They will also make sure all professors teaching a course assessed for GER for the next semester are informed and ready to proceed.
- III. Summary Report and Data Sheet - Eliminate separate documents; reports should have numerical data included
- IV. Changes to Rubric and Summary Report Form as a result of reviewing GER 4-6:
 - a. Number the rubric for ease of navigation during discussions
 - b. Add questions #4 - #7 from rubric to Report Form for ease of navigation and to help the documents match up more effectively
 - c. Include current and new methodology as an attachment to Summary Report Form for ease of navigation.
 - d. Include raw data in report form or as an attachment (% exceeding/not meeting, etc.)
- V. Kirk will email rubrics for 4-6 with our combined commentary for committee approval

Next Meeting:

- April 14th: Sarah attended an AACU Value Rubric webinar and would like to go over helpful items with the Committee. We will also examine and revise GER 9.

Adjourned: 11:56 am