MINUTES OF THE G.E. ASSESSMENT SUBCOMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

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January 24, 2018

Members Present: Fred (Chair), Melissa (Director of Assessment), Lisa, Edgar, Corey, Mazen, Xiaojun, Pei, Kimberly Coy

1. Approval of the Minutes:

 Fred called for approval - unanimous approval

 Approval of the Agenda -

Added discussion of the faculty handout

Removed discussion of A3 rubric due to missing committee members

2. APM 215 Discussion

* One assignment from every course will be required starting Fall 2018
* Registration hold at 75 units. Will have to have submitted 8 of 12 lower division and 1 of 3 reflections must be submitted.
* All of GE learning outcomes are supposed to be on syllabus, and an assignment linked to one outcome.

3. Syllabus Requirement as of Fall 2018

Brief discussion of syllabus requirement and how faculty will be notified.

4. Faculty Handouts -

Under the section on Faculty and the New GE ePortfolio requirement we should break out the faculty requirements and important points. Example syllabus requirement and beneficial encouragement.

Make sure if teaching students in GE to notify that ONLY students who enrolled in 2018 (or later) have to do this.

The sub-committee will be checking the syllabi for the requirement that the learning outcomes are identified with the corresponding assignment.

The system will have a way to figure out if the student uploaded documents in the right GE area.

We will only being taking a sample of submissions from each area.

We will create an infographic or shorter handout for faculty than the one that has already been distributed.

A handout for students in being created to have in the library. DiscoverE and the Help Desk will also be trained to help students.

5. Discussion of GE Learning Outcomes -

We cannot change outcomes, but can make recommendations. We are restricted by the language of the outcomes themselves.

* We may be able to assess them in two parts.

Next year we will be assessing A1, A2, A3 -

Actual speeches will be uploaded to review.

Students often don’t know how to compress files. The speech department is going to have students record in class or show students how to compress a file.

Some of the outcomes are difficult to assess and some have too many requirements in one outcome.

Read these and assess 1) is it clear, 2) how many things are they asking me to do in this outcome.

6. GE Rubrics/Criteria

Rubrics will be created with faculty who teach in those areas.

A3 is an example of an old rubric.

Some single area department rubrics should be done by the end of this semester, multiple department areas will be done next year.

**Assignment for next meeting**: Review all of the outcomes and the A3 rubric.