

EGSC Institutional Effectiveness Committee

Zoom Meeting Minutes

11 am on January 22, 2021

Attendees: Da'Mon Andrews, Thomas Caiazzo, David Chevalier, Wilder Coleman, Carlos Cunha, David Gribbin (Chair), Karen Guthrie, Michael Moran, Sandra Sharman, Beverley Walker, and Jessica Williamson.

Mr. Gribbin opened the meeting by requesting approval of the 1-15-2021 meeting minutes and the minutes were approved. Discussion then turned to the general education (GE) student learning outcome (SLO) report assessment rubrics that were posted to the shared *Institutional Effectiveness Committee 2020-21 folder* on OneDrive. Ms. Guthrie shared with committee members her rubric that she had completed for the Critical Thinking Perspective Competency SLO as it was assessed in the public speaking and history classes. She gave the report that she reviewed the highest score, saying that it was clearly presented and complete. In addition, Ms. Guthrie reviewed the Presentation Competency SLO as it was assessed in the same classes. She gave the report for this SLO a lower score, citing possible difficulties with the assignment given.

Dr. Andrews then discussed three reports submitted by the School of Humanities and Social Sciences (HSS), noting that one report of over 150 pages in length was difficult to review. He noted that another report that was 15 pages was better organized. In addition, Dr. Andrews suggested that the assessment reports focus on the courses cited in the *GE SLOs Approved by Governance* document. He suggested that the assessment material for the courses cited in the governance document be consolidated into one document that detailed GE SLO assessment activities of both HSS and the School of Mathematics and Natural Sciences (MNS). Dr. Chevalier agreed that the assessment results from both schools should be combined into one document. Mr. Gribbin agreed that the *8.2b General Education Assessment Response Report* should focus on the courses cited in the governance document. Dr. Cunha agreed with the focus on the courses that were cited in the governance document but suggested that it be noted that other general education courses were being assessed, also.

Mr. Gribbin then explained that he had prepared a presentation of the *Response Report* in Compliance Assist that included a draft of the narrative response and the organizing of supporting sources documents based on folders for assessment reports, tools, and meeting minutes for each school, based on the folders already provided by MNS. He asked committee members to review the *Response Report* in Compliance Assist and make suggestions because this will be the focus of next week's committee meeting.

Mr. Gribbin then turned to the timeline for completing the *Response Report* and submitting it to SACSCOC. He noted that a draft of the *Response Report* would be made available on February 5 to the College's external reviewer. He also asked that any assessment materials related to Spring Semester 2021 be submitted by February 15 and that the *Response Report* be finalized February 22.

The discussion next turned to the organization of meeting minutes related to assessment. Dr. Chevalier suggested that minutes of meetings of academic leaders and with the President of the College be included in the *Response Report*. He also noted that MNS had decided to include the Principles of Biology in its GE SLO assessment reporting.

The meeting concluded at 11:52 am.

Minutes submitted by David Gribbin