**GEACC Meeting Notes**

March 9, 2017

 Chairperson: Jason Seabury

 Vice Chairperson: Burton Tedesco

 Secretary:

Committee Attendance:

Burton Tedesco- Aesthetic Dimensions

~~Beth-Ann Scott- Written Communication~~

Lisa Anderson- Ethics

~~Jaime Hammond- Continuing Learning/Information Literacy~~

Jenna Stebbins – Cont. Learning/Info Lit stand-in

~~Sandra Eddy- Critical Analysis/ Logical Thinking~~

Karla Ekquist-Lechner- Historical Knowledge

Jason Seabury- Quantitative Reasoning

Alexander Zozulin- Scientific Knowledge

Peter Benzi - Scientific Reasoning

~~Lawrence Venuk- Social Phenomena- Sabbatical~~

~~Amy Lenoce - Oral Communication~~

~~Ed Clancy- Advisory -Registrar’s Office- Away from Campus~~

Guests- Ron Picard – Academic Affairs

 Lourdes Cruz - Registrar

Meeting called to order at 2:35 by Jason Seabury

1. Vote to approve minutes from Febuary 23, 2017 meeting.

 Motion to approve: Alex Zozulin

 Second to motion: Lisa Anderson

 Motion carried.

1. Bio 171, Field Biology

There was discussion amongst the group if the corresponding outcomes fit the BOR TAP learning objectives for Scientific Reasoning.

* + 1. Proposal to approve pending the additional mapping of Course Outcome 4 to BOR Outcome 1.
			1. Motion to approve: Alex Zozulin
			2. Second to motion: Peter Benzi
			3. Motion **carried** unanimously.
1. FIRC- Framework Implementation and Review Committee and five year NEASC report are requesting a recurring assessment cycle.

Competencies reviewed already were Scientific Knowledge and Historical Knowledge in fall 2016. Before that Oral Communication and Quantitative Reasoning were reviewed. Currently we are collecting data on Aesthetic Dimensions, Written Communication and Critical Thinking (theoretically). Competency coming up for review is Scientific Reasoning. Jason suggested that the committee use a 2½ yearreport. Jason referred to five years for an assessment cycle as being too long to make meaningful changes and to keep up with them.

Burton is for the 21/2 year report if data is consistently collected over time. Software or standing assignments like the ones that they do at Three Rivers Community College were suggested.

Ron followed up with plans to purchase TaskStream. IT is planning on purchasing TaskStream. Ron has reviewed TaskStream and has put $ 6000 in his budget and will propose to provost to purchase it through his budget and to work in collaboration Manchester Community. Ron told the group know that Jeff Damiano, Lisa Rodriguez and Ron have TaskStream software for viewing until May 25th. There are also many webinars offered through TaskStream. Jason suggested waiting to start continually collecting artifacts across all competencies until the software is available. Jason will make 5 year recurring assessment cycle plan and bring it to our next meeting.

1. Constitution / Bylaws

Jason wants to be sure we are doing what we say we are doing and saying what we do.

-Jason stated that it would be nice to have a secretary as stated in the bylaws.

-A student as a voting member will be requested from the Student Government Association.

- Jason questioned mapping of the people to the competencies assigned. I was asked if I would be comfortable assessing the ethics competency and if there were courses in ethics in Nursing. Ron alluded to ethics courses in the PTA program of Allied Health. Jason stated, “There needs to be better documentation for what needs to be assessed and what our duties are.”

- Jason suggested some professional development opportunities for assessment. Ron offered his support to find funding for professional development for the GEACC committee. Ron referred to the library tool on the GEACC website for assessment. Ron said there is work being done on the state level to have system-wide standards for assessment. Each person on the committee is doing their assessment in different ways and everyone need to be using more uniform methodology.

- Jason suggested that Member Duties - specifically, overseeing assessment of Competency Outcomes with such teams on a five year rotating basis - needs revision. There is not much in the bylaws on what is involved in preparing the report. This needs to be spelled out a little more clearly. Jason questioned Ron on the ability to make small changes in the Bylaws. Ron said that it needs to be brought to CEAC and changes can be made.

- The Committee Membership section of the Bylaws states that “current General Education Task Force members … will be replaced when they step down or when the competency in their area of expertise has been assessed.” Karla noted the value of experience in order to understand the committee and the committee work. Ron agreed that assessment is something that take time to learn. Alex suggested that the term be 2 years or until your competency assessment completion. Ron agreed. Jason asked for thoughts on membership terms wording in the bylaws. Jason noted that it should be a two year term, but if your competency is being assessed that year or the next, you need to complete that work. Ron explained that collection of artifacts and sampling for every competency will be easier with the proposed TaskStream system. Next meeting Jason will bring proposed changes to this document.

Meeting adjourned: 3:40 p.m.

Respectfully submitted by Lisa Anderson.