

Minutes of the GVAR Committee Meeting

April 8, 2011

Number 12

1:30-3:00 PM USU-311

In attendance: Rebekha Abbuhl, Lori Brown, Karin Griffin, Susan Platt, Linda Sarbo, Rick Tuveson, Mark Wiley, Bron Pellissier, Rosi Grannell, Colleen Dunagan, and Nathan Jensen

1. Approval of Agenda: MSP

2. Minutes of meeting on March 18, 2011: MSP with the following amendments.

- a. The meeting time in the heading needs to be amended to read 1:30-3:00 PM.
- b. Change Keith Freize to Keith Freeseemann in two places: page 1 and 3.

3. Announcements:

- a. Susan Platt – We finished the February scoring and approximately 195 did not pass. There are 2200 students signed up for the next test. There were approximately 15 students who attempted to register for the test but were ineligible to retest and have been notified.

4. GVAR Committee membership review:

- a. Previously we had discussed removing Enrollment Services from the membership and replacing that office with a representative from International Education. Motion to make this change. MSP.

- b. The Writing Task Force had discussed having a representative from ALI be on the committee, since they are involved in preparing International Students to take GVAR courses and/or assessments.

1. Discussion regarding adding a position to the membership for ALI:

How would we bring someone from ALI in? We could have a staff member become an ex-officio member, or we could have one of the faculty who teaches the ALI course become a standing member category/requirement. Nathan feels ALI need to be represented because ALI 145 and 150 are courses International students are required to take as language acquisition courses. In addition, ALI is considering proposing courses that would function as more direct preparation for GVAR courses and proposing new GVAR courses. International graduate students are required to take a placement test administered by ALI. However, the GVAR pilot project changes the way that testing and advising regarding appropriate and necessary coursework functions in regards to graduate students. There is some concern over whether or not adding another member will be expanding the committee's size too much. Perhaps this committee just needs to invite them to meetings when we are discussing policy that might affect ALI's role and function? Motion: Addition to our Committee Charge to include ALI in the list of University bodies/organizations with whom we consult in our decision making and to invite Lynn Richmond to come to our meeting. MSP.

c. Reminder that for those members whose terms are expiring this semester (Spring 2011), if you are interested in continuing on the committee, then you need to indicate that on your Committee Preference Form from the Academic Senate which is due April 12.

5. Meeting with Keith Freeseemann:

a. Discussion of the subcommittee's meeting with Freeseemann:

Keith looked at our map and suggested that all LEAP (now called ILC) capstones be made writing intensive. He suggested merging our writing intensive language with the other language of the ILC Capstone. If we do make this change, then we could change the GEAR progress map so that the final course in the map/pathway is either an ILC Capstone or another WI certified Capstone course.

b. Issues raised:

The timing of the GPE and the courses that follow needs to be worked out. If the GE policy says that every student has to take a WI capstone, then maybe we don't need to do anything with that class. However, based on the conversation with Freeseemann the oversight of the ILC Capstone would be jointly run by CEPC and GEAR, with GEAR responsible for oversight of assessments. If this committee is comfortable with merging the WI requirements with the ILC, then the subcommittee will meet with Freeseemann again in April to work on this merger of language.

c. Further Discussion:

How will we know when students have met the GEAR in terms of indicating they have met the GEAR in the computer system (mycsulb). Can we work with undergraduate advisors to monitor and track these things? When advisors do Program Planners could they check to make sure that students have met the GEAR? Linda raised the issue that Enrollment Services has requested that we bring any issues to them that might impact their current system. We need the ILC courses to include meeting the earlier stages of the GEAR as a prerequisite to enrolling in an ILC Capstone. We also need the online system to be set up to include a grade of C or better as criteria for meeting the course/passing. How do we make sure that students do not wait until their Spring semester of their final year to attempt the course? There needs to be a minimum units completed requirement before they are allowed and/or required to take the WPE – currently we have 50 units in the policy revision (late sophomore/early junior). The ILC Capstone is designed as an ending course that ideally would happen in the senior year. Susan - if we design a new GPE assessment, it may be sufficient to be able to certify them after the test.

The Committee agrees that how the GEAR certification process appears in mycsulb would need to be modified to accommodate the various steps. We need to be involved in establishing the prerequisites for the ILC Capstone and possibly for WI Capstone courses. We may encounter obstacles in our efforts to insure the integrity of these two kinds of WI courses; however, it should be possible to achieve this goal given the current climate and changes taking place within the GE. If we indicate they should take the test once they have 45 to 60 units (but before they exceed 60 units), it may help insure that they have at least three semesters remaining to complete GEAR requirements, which

should be a sufficient amount of time to complete three courses, if that many were required. We could continue to require that once students get their diagnostic score they have a limited amount of time to enroll in any required courses.

Are we comfortable with using a combination of mandatory advising, enrollment holds, and dissemination of information to the University – yes.

We need to invite Tom Enders to a meeting in the Fall so we can discuss how to implement these pathways.

Meeting with Keith Freeseemann on April 25th from 2 to 4 PM as part of the GEGC meeting. The subcommittee will definitely attend and any others from this committee are welcome.

6. Current Policy Revisions:

- a. Are there any changes we would like to see made to our current revision?
- b. Homework for next time is to read the current policy revision and the new revision of the Charge and Membership (Not that we will not be using the term “waivers” – if that process remains it will need to be referred to an “appeal process” per the GEGC). Committee members should bring any suggestions or concerns they have to our next meeting.

7. GEAR Coordinator Report

- a. Appeal to be discussed – student has been in communication with the GEAR Coordinator for approximately two years.
- b. Sarbo indicated that the student has been extremely professional in all of her communications and compiled her appeal on her own. In addition, Sarbo confirmed that she has completed a significant amount of tutoring on a regular basis and her practice essays that she submitted demonstrate substantial writing ability, which indicates that her difficulty with the exam is probably writing anxiety.
- c. Motion to grant her appeal: MSP

8. Homework for next meeting:

- a. Read current revision draft of the policy and read the draft of the Charge and Membership statements.
- b. Read the self-study draft that Linda Sarbo prepared.

Next meeting April 15, 2011 from 1:30 to 3:00 PM.

Adjourned 2:53 PM

Submitted by
Colleen Dunagun

These minutes were approved on 4/15/11.