

MINUTES

GWAR Committee

ZOOM Conference

1:30 – 3:00

Meeting Number 2

September 18, 2020

In attendance: Joseph Aubele, Lori Brown, Jason Deutschman, Annel Estrada, Noah Golden, Sarvenaz Hatami, John Hamilton, Elizabeth Lindau, Cynthia Pastrana, Benjamin Perlman, Shabnam Sodagari, Anayatzin Lopez (Test Coordinator), Liem Nguyen (BeachBoard System Admin and Zoom Admin)

1. **Agenda:** The agenda was approved with a slight change in order.
2. **Minutes:** The minutes from the September 4, 2020 meeting were approved. The committee agreed to review the minutes prior to meetings to expedite future approvals. Lindau will adopt a coding system for recording future waiver requests to protect student privacy.
3. **Online GPE Progress:** Representatives from the Testing Department and Academic Technology Services reported on their progress designing an online GPE. Lopez shared a detailed slide and video presentation explaining how students will register, check in, and verify their identities using Respondus LockDown Browser. (Lopez's presentation was recorded for AVP Kerry Johnson, who could not be present.)

Estrada and Hatami asked follow-up questions about the student experience because, as Estrada pointed out, students are easily confused by testing procedures. Lopez assured the committee that the pre-test e-mail the students will receive shows them a "dry run" of the exam set-up, and that practice test prompts are available on the Testing Department's website. They will also be able to see a demonstration video. The registration fee and deadline will be the same as the pen-and-paper GPE.

Aubele asked about how the exam will look for the readers, and how evaluators would be trained. Hamilton aims to address this through a presentation on the October 2 meeting.

While the goal is to pilot the online GPE in November for incoming spring students (who have not had the exam waived), the Chancellor's memo about students on camera remains an impediment. Hamilton has an upcoming meeting with Johnson to discuss possible workarounds. Sodgari expressed concern that issues of fairness could arise if some students are on camera and others are not. Perlman encouraged the testing office to promote the University's loaner laptop program to students who do not have webcam technology. Hamilton agreed. Brown cautioned against promoting any non-camera alternatives *too* widely.

Lopez reported that Humboldt State is developing an online exam through Canvas, and Fresno State is using Zoom.

The committee praised and thanked ATS and testing for their hard work and attention to questions.

4. **Petitions:** There were no individual student petitions for waivers.
5. **GPE Waivers:** Brown followed up on the previous meeting's discussion of Fall 2020 GPE Waivers from the previous meeting. To review, all students who had earned 30 units were supposed to have been granted a waiver. As we learned last time AP credits were not counted toward the 30 units. Thanks to Estrada, we now know that students who opted for CR/NC in Spring 2020 have the same problem—they received CR for courses, but the units did not count toward the required 30. (Estrada discovered this after receiving e-mail queries from the College of Business, and subsequently running and comparing several reports.) Enrollment Services has designated a staff member to identify these students and waive their GPE.
6. **GPEAC and Writing Intensive Sub-Committees:** Brown reported a shortage of WI course spots this semester, increasing the need to approve new Writing Intensive courses. She anticipated that the work could be done in a small number of meetings. Brown asked for more members to add to last week's volunteers (Golden, Perlman). Hatami agreed to serve on the WI subcommittee.

The meeting adjourned at 2:45 p.m.

Respectfully submitted,

Elizabeth Lindau