

**Regents Advisory Committee on Effectiveness and Accreditation**  
**Executive Committee**

Thursday, June 1, 2023, 9:00am – 10:00am  
Virtual via Teams

**Attendees:**

Elected Members: Michael Black, Betsy Cantrell, Bryan Davis, Leigh Funk, Delena Gatch, Tim Howard, Jim Lynch, Maggie Parker, Mickey Williford

Ex-officio Members: Barbara Brown, Sabrina Thompson

**Absent:** Tom Lilly

---

**Minutes**

1. Welcome – *Mickey Williford*
  - a. The Chair called the meeting to order at 9:05am.
2. Minutes from the previous meeting - *Mickey Williford*
  - a. The vote on the minutes from the previous meeting was postponed until the July meeting.
3. Treasurer's Report - *Michael Black*
  - a. Treasurer's ending balance for RACEA for FY 2023 is \$4045.00.
  - b. The Spring Meeting (4/13/23) was the only new transaction, -\$2046.00.
4. Committee Updates
  - a. Accreditation Intelligence Committee - *Betsy Cantrell*
    - i. The Committee has completed its work for the year and will identify new work at the fall meeting.
    - ii. The example narrative request system that Sabrina set up is working well, and Betsy is continuing to field those requests.
  - b. Board Initiatives Committee - *Jim Lynch*
    - i. One follow-up from the spring meeting is related to the USG Academic and Student Affairs Handbook.
    - ii. The Committee asked the questions: How often is it updated? Is there an easier way to print the whole thing?
    - iii. The Committee was told that it has not been updated on a regular basis but that they have been working on revisions for 2 years. They are now waiting for permission to post. Once approved for posting, they will explore ways to print the whole thing.
  - c. ~~Program Review Committee~~ Strategic IE - *Delena Gatch and Leigh Funk*
    - i. The Committee confirmed that the committee's name was changed at the Spring Meeting to the *Strategic IE* Committee to be more flexible and inclusive of topics for future work.
    - ii. No report since the spring meeting.

5. Representative Updates:

a. eCore - *Bryan Davis*

- i. Bryan sent the draft eCore Model Narrative to the Executive Committee for feedback.
- ii. The intention is to provide a model narrative for institutions to include in their response to SACSCOC Standard 6.2.b, as appropriate.
- iii. The initial feedback from the Executive Committee was positive. Multiple members of the Committee are sharing it with their campus colleagues and will provide additional feedback.

b. Gen Ed Council - *Delena Gatch*

- i. The Gen Ed Council met on May 19<sup>th</sup> virtually with a short agenda.
- ii. Reviewed a number of courses for inclusion, removal, and revision.
- iii. There was a discussion about revisions to the course proposal form, focusing on requiring information on the institutional practices for general education assessment, what pieces are needed, and how they are distinctive for the course-level assessment.
- iv. There will be another review at the July meeting.
- v. Bryan asked a question regarding the use of sampling in responses to SACSCOC Standard 6.2.b and what to do if a course is not included in the sample.
- vi. Barbara and Delena confirmed that regardless of inclusion in a SACSCOC sampling method, all courses in the institution's general education should be able to describe and demonstrate how students are meeting the learning outcomes for that course, program, and/or department and how that practice relates to the institution's broader general education assessment practice.
- vii. Delena will bring up the need to make sure the language is clear about what the Gen Ed council expects in this regard at the July meeting.

6. RACEA Full Committee Meetings - *Mickey Williford*

a. The Committee had a debrief discussion about the Spring 2023 Meeting

- i. There was consensus that having a collective dinner was nice and something that should continue.
- ii. There was consensus that there was a great benefit to combining a portion of the meeting with the RACIRP. There should be efforts to combine the meetings once a year, preferably at the Spring meeting.
- iii. There were some technical difficulties at the meeting that prohibited some collaboration/interaction with virtual presenters. The Zoom call-in capabilities were not great when RACEA and RACIRP were together. This was attributed to the facilities and not necessarily RACEA/RACIRP.

b. The Committee also brainstormed for the Fall 2023 meeting.

- i. Historically, the fall meeting is a one-day meeting in Macon that is used for committees to dive into the work of the standing committees.
- ii. The Executive Committee discussed asking Dana Nichols to provide an update. Also, there was a discussion of the benefit of having her attend all RACEA meetings, as she adds great value and insight.
- iii. When scheduling meetings, the Committee also needs to check with system colleagues' schedules to avoid any standing and/or foreseen conflicts.
- iv. There was a discussion about the allotted time needed for the Committees to do their work.

- v. There was also discussion about the benefit of having time for folks to talk about common issues that may benefit from others' input. These somewhat impromptu conversations after committee meetings have been very helpful. The Committee discussed whether these should be formalized as scheduled times for discussion or potentially table topic discussions for lunch.

7. New/Other Business – *All*

- a. Barbara provided an update on the status of the previous *Gen Ed Redesign* initiative under Tristan Denley. It is officially dead.
  - i. Ashwani is taking a more toned-down approach, a *core curriculum refresh*.
  - ii. The goal of the refresh is to try to give/provide meaning to the core requirements for students and to inform/remind students and instructors of what skills they are teaching/learning. Some of the key components of the refresh will be:
    - 1. Descriptive titles (currently exist, but no one uses them) instead of letters for the core areas.
    - 2. A system-wide learning outcome for each area (work in progress). These would be broad enough to encompass all institutions' outcomes but will also potentially help with transferability.
    - 3. Career-ready competencies for each area. These would explain to students what skills/knowledge they are acquiring and why it's important. Each course in an area will have to address each competency for the area.
    - 4. There will be required syllabus statements for each course to include the competencies and learning outcomes addressed.
- b. Mickey opened the discussion about how the Executive Committee meets.
  - i. The Committee has utilized multiple virtual meeting tools in the past, and each has its pros and cons. A lot of the problems stem from co-host issues and flexibility for using the tools outside of the "host" institution.
  - ii. Two options that the Executive Committee will investigate are:
    - 1. Using RACEA funds to purchase its own Zoom license.
      - a. Michael – Valdosta cannot buy Zoom due to procurement parameters.
        - i. Michael will explore the potential for an individual purchasing the license and getting reimbursed from RACEA funds.
      - b. Leigh – Has used a Zoom license for a state agency. It was cheap and worked well.
      - c. Tim – We need to be careful about using RACEA funds for Exec Committee meetings and the long-term implications (dues, ongoing expenses, etc.)
    - 2. Using an Executive Committee Member's Institutional License.
      - a. Maggie and Bryan each have institutional licenses for Zoom and will explore/test the capabilities for co-host setting prior to the next Executive Committee Meetings. They will set up a test Zoom meeting to explore the functionality.

8. Adjourn - *Mickey Williford*

- a. The Chair adjourned the meeting at 10:00am.