MEETING Minutes
General Education Assessment Committee
Friday, March 15, 2013
10:00 p.m. – 12:00 noon
CPB 202, Lake Worth

Attendance:	Jennifer Campbell ☑	Tcherina Duncombe ☑
Robin Fiedler ☑	Robin Hoggins-Blake ☒	David Knopp ☑
Marcie Pachter ☑	Karen Pain ☑	Ginger Pedersen ☑
David Pena ☑	Ana Porro ☑	Helen Shub, Chair ☑
Debra-Anne Singleton ☑	Warren Smith ☑	Melissa Stonecipher ☒
Patrick Tierney ☑	Connie Tuisku ☑	

ITEM 1.   **Development Day – Cluster Meeting**

Discussion: The committee held a final review of the procedures for Development Day. It was recommended that the Gen Ed Committee provide each super-cluster with several suggestions for how they might word their general education learning outcome. The committee reviewed the State competencies as well as all the suggestions from the campus forums and selected several possibilities for each area of general education. Helen Shub will type up the selections and send them out to all the committee members who will be facilitating the cluster discussion. In addition, Dr. Ginger Pedersen will prepare a PowerPoint presentation to aid the facilitators in explaining the overall process to the super-cluster.

As part of this discussion, the issue about reaching adjuncts was raised. It was suggested that we arrange for a presentation to be made at the adjunct orientation in order to make sure that adjuncts who teach general education courses will assess the selected course learning outcome(s).

Data source: None

Action: Ms. Shub will send a final version of the suggested learning outcomes to the committee. Dr. Pedersen will send the committee members who will be facilitators a copy of a PowerPoint that describes the process for the super-clusters.

ITEM 2.   **Gordon Rule Policy Statement**

Discussion: The committee approved the revised version of the Gordon Rule Policy Statement, with one modification. The item referring to word count was removed from this version of the statement and will be inserted next year as a second phase of the implementation of this policy. The committee felt that the clusters should be involved in any decision regarding word count.

Data source: Draft Gordon Rule Policy Statement

Action: Ms. Shub will send the Policy Statement to Dr. Sass for her to share with the Academic Deans' Council for their approval.

ITEM 3.   **Scenarios/Proficiency Profile**

Discussion: Ms. Shub raised the issue as to whether we want to continue administering the ETS Proficiency Profile as part of our general education assessment process. The committee unanimously agreed that since we are embarking upon a new process, it is prudent to continue utilizing the Proficiency Profile. The committee will revisit this issue next year.

With regard to the Scenarios, the Information Literacy scenario may undergo a few revisions based on an item analysis. The Critical Thinking scenario may be slightly revised after a review by the QEP committee and the Ethics and Global Awareness scenarios will be completely rewritten and combined into the same instrument.

Data source: None

Action: Connie Tuisku will work with Dr. Jennifer Campbell and Helen Shub to perform an item analysis on the Information Literacy scenario results. Karen Pain will discuss potential revisions of the Critical Thinking scenario with the QEP Implementation Team. Professor Robin Fiedler will send a scenario to Ms. Shub that combines Ethics and Global Awareness as a sample for the committee's consideration.

Meeting adjourned at 12:00 pm.

Submitted by:

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Helen Shub, Scribe