

MINUTES
General Education Assessment Committee
Friday, October 7, 2011
10:00 p.m. – 12:00 p.m.
ETA 101, Lake Worth

Attendance:	Diane Bifano ☒	Susan Caldwell ☒
Jennifer Campbell ☒	Tracy Ciucci ☒	Tcherina Duncombe ☒
Robin Hoggins-Blake ☒	Marcella Montesinos ☒	Marci Pachter ☒
Karen Pain ☒	Ginger Pedersen ☒	David Pena ☒
Anthony Piccolino ☒	Carole Policy ☒	Syeda Qadri ☒
Helen Shub ☒	Victor Slesinger ☒	Melissa Stonecipher ☒
Patrick Tierney ☒	Connie Tuisku ☒	Bobette Wolessky ☒
Joseph Millas – Guest	Brian Findley – Guest	Lynn Trezise - Guest
Yelena Rudayeva – Guest	Carleton Chernekoff - Guest	Ana Porro - Guest
Kristi Taylor - Guest		

ITEM 1. Development Day/Facilitator Training

Discussion: Helen Shub opened up the meeting with a demonstration of the icebreaker for the Development Day round tables. All the committee members enjoyed the experience and expressed comfort in using the technique on Development Day.

Following the icebreaker, Ms. Shub and Professor Karen Pain explained the process for the round tables step-by-step. The committee unanimously approved of the overall concept and made a number of suggestions to enhance the proposed plan. Some of the changes the committee suggested are as follows:

- The facilitator should write the definition of critical thinking on the board when he or she first arrives in the room;
- During the tally of responses, each participant should briefly introduce themselves with just their name, campus and subject they teach;
- Adjust the scribe worksheet so that there is more room to write;
- Remove the column on the scribe sheet for who suggested the activity – that information will be available from the sign in sheet;
- The posters will consist of two columns – one for the strategies and one for the assessments (labeled “How do you know they work”). If a participant doesn’t have an assessment, they will just post the strategy and leave the other column blank.
- The facilitators will post four posters around the room that will look like this:

Strategies	How do you know they work?

Data/data source: (where appropriate)

Action: Helen Shub will revise the facilitator instructions to reflect the changes. Ms. Shub and Professor Pain will prepare all the materials and distribute them to the committee members on October 14th.

ITEM 2. Preparation for SACS Visit

Discussion: Ms. Shub reviewed with the committee section 3.5.1 of the compliance certificate. In addition, the committee went over the variety of improvement plans that have been developed as a result of the general education assessment process.

Several committee members who teach at other campuses expressed a concern about parking on the day of the SACS visit. Ms. Shub said that she would speak to Dr. Sass about the possibility of reserving parking spaces.

Data/data source: (where appropriate)

Action: Ms. Shub will ask Dr. Sass if it is possible to reserve some parking spaces for faculty coming from other campuses on the days of the SACS visit.

ITEM 3. Finalization of Rubrics

Discussion: The committee was asked to report on their progress of finalizing the rubrics. The global awareness, information literacy and quantitative reasoning rubrics have all been revised. The critical thinking rubric is in the process of being revised. Communications and ethics were found to need no revision.

Data/data source: (where appropriate)

Action:

ITEM 4. FYE Pilot

Discussion: Professors Patrick Tierney and Marci Pachter gave a brief overview of their plan to create a learning community through the collaborative teaching of two fundamental general education communication courses (ENC 1102 and SPC 1016). First year students will be encouraged to enroll in these two linked courses. By developing an interdisciplinary approach, Professors Tierney and Pachter hope to help student connect written and oral communication skills as well as critical thinking skills. The committee was very enthusiastic about this pilot and look forward to updates.

Data/data source: (where appropriate)

Action:

Meeting Adjourned at 11:30 am.

Submitted by:

Helen Shub, Scribe