

MINUTES
General Education Assessment Committee
Friday, March 4, 2011
10:00 p.m. – 12:00 noon
ETA 101, Lake Worth

Attendance:	Louise Aurelien <input checked="" type="checkbox"/>	Jennifer Campbell <input checked="" type="checkbox"/>
Tcherina Duncombe <input checked="" type="checkbox"/>	Robin Hoggins-Blake <input checked="" type="checkbox"/>	Joseph Millas <input checked="" type="checkbox"/>
Marcella Montesinos <input checked="" type="checkbox"/>	Karen Pain <input checked="" type="checkbox"/>	Ginger Pedersen <input checked="" type="checkbox"/>
Anthony Piccolino <input checked="" type="checkbox"/>	Andrew Plotkin <input checked="" type="checkbox"/>	Carole Policy <input checked="" type="checkbox"/>
Syeda Qadri <input checked="" type="checkbox"/>	Helen Shub <input checked="" type="checkbox"/>	Victor Slesinger <input checked="" type="checkbox"/>
Melissa Stonecipher <input checked="" type="checkbox"/>	Patrick Tierney <input checked="" type="checkbox"/>	Connie Tuisku <input checked="" type="checkbox"/>
Bobette Wolesensky <input checked="" type="checkbox"/>		

ITEM 1. General Education Review

Discussion: Helen Shub distributed to the committee a handout that showed the enrollment, by campus, for each course currently included in the general education program for the past five terms. A second handout was also distributed that listed which general education learning outcomes each course in the general education program supports. The committee carefully reviewed this information considering such factors as how often the course is taught, the enrollment for the course, and the specificity of the material offered in the course and made the following recommendations:

- 1) MAS2103 (Matrix Theory) – This course teaches highly specialized material appropriate for those who intent to major in mathematics. The committee recommends that the cluster consider eliminating this course from the general education program.
- 2) AST1004 (Stellar and Galactic Astronomy) – This course has not been offered since spring 2009. The committee recommends that the cluster consider eliminating this course from the general education program.
- 3) OCE1001L (Introduction to Oceanography Laboratory) – This is an optional lab and hasn't been offered since spring 2009. The committee recommends that the cluster consider eliminating this course from the general education program.
- 4) Intermediate language courses (SPN2200, SPN2201, FRE2200, FRE2201, GER2200 and GER2201) – Professor Victor Schlesinger informed the committee that while these courses are at an intermediate level, they contain a good deal of basic grammar instruction, which is why they have been included as general education courses. However, the German and French intermediate courses have been inactivated and the Spanish courses have been offered very infrequently. The committee

recommends that the cluster consider either removing the Spanish intermediate courses from the general education program or re-activating the German and French courses in order to have consistency with all three foreign language offerings.

Data/data source: General education headcount analysis by course and campus, 1/6/11
General education learning outcomes for general education courses

Action: The committee recommendations will be given to the appropriate clusters for their consideration.

ITEM 2. Discussion of Embedded Assessment

Discussion: At the previous meeting, several suggestions for embedded assessment pilots were discussed. At today's meeting, further discussion took place and more specific suggestions for pilot studies were outlined, specifically:

- 1) The committee will develop a writing rubric to grade papers from selected students enrolled in Gordon Rule classes. The committee discussed the differences between grading in-class and at-home assignments and determined that the best method would be to use work that students prepare outside of the classroom. This will provide the committee with samples of work that can be expected to display proper writing style and thoughtful content. The Office of Institutional Research and Effectiveness (IRE) will select a random sample of students and include only those students who have completed ENC1101. Participating faculty members will be asked to initially submit the ungraded papers for students in the sample and later to provide either copies of the graded papers or a graded rubric supplied by the committee. As part of the analysis, it was suggested that it be determined if there is any difference in writing skill between those students who have completed ENC1102 and those that have not.
- 2) The committee agreed that B.A.S. program is an ideal place to measure the writing skills of those students who have completed their AA degree at Palm Beach State College. Dr. Robin Hoggins-Blake suggested that the Administrative Management course, which is one of the first courses B.A.S. students take, would be a good place to measure their writing skills upon entrance into the program. Dr. Blake also suggested that it would be worthwhile to do a similar pilot in the capstone course to see if students' writing skills improve between the time they enter the B.A.S. program and the time they complete the program. The same rubric and procedures that will be used in the first pilot will be utilized in this pilot as well.
- 3) At the last meeting, Professor Louise Aurelian indicated that there is a Nursing course that requires a substantial amount of writing. Ms. Shub will follow-up with Professor Aurelian to identify the course and to determine if the same kind of assessment as described in pilot #1 would be appropriate to implement in this Nursing course.
- 4) In order to assess oral communication skills, the committee considered utilizing embedded assessments already contained in the beginning Speech course. However, since the Speech classes at the College do not uniformly video tape student speeches, it would be impossible for the committee to perform its own grading process. As an alternative approach, the committee decided to utilize other courses that require students to give presentations as part of their grade. The committee will provide the

participating faculty with a common rubric developed by the committee and have each faculty member measure his or her own students' oral communication skills and provide the graded rubrics to the committee. Although the faculty will be asked to assess all students, only the results from students who have completed SPC1017 will be utilized. The committee did suggest however, that it would be interesting to compare the results between those students who have completed SPC1017 and those who have not. This idea will be considered at a later date. All results from this pilot will be shared with the Speech cluster.

Data/data source: (where appropriate)

Action: N/A

Meeting Adjourned at 11:45 p.m.

Submitted by:

Helen Shub, Scribe