

**MINUTES
General Education Assessment Committee
Friday, April 8, 2011
1:00 p.m. – 3:00 p.m.
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 type="checkbox"/>	Joseph Millas <input type="checkbox"/>
Marcella Montesinos <input checked="" type="checkbox"/>	Karen Pain <input 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 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. Development Day Survey Results

The committee reviewed the results from the Development Day survey and observed that most faculty found the keynote speaker to be informative and useful. There were a number of recommendations for topics for future breakout sessions and suggestions for additional cluster time.

Several committee members attended the Development Day breakout session on ethics and shared some observations with the committee. Professor Carole Policy noted that while there was a very animated discussion, the focus tended to be more on plagiarism rather than introducing ethics into the content of the courses. Dr. Jennifer Campbell reminded the committee that last year a survey was distributed to faculty which asked them to indicate how ethics was incorporated into their classrooms with regard to procedures and content. It was acknowledged that incorporating ethics into the curriculum is an easier fit for some disciplines than it is for others, however, even in those areas where it doesn't seem obvious, there are ways to accomplish this. Professor Bobette Wolesensky noted that in foreign language classes, issues such as English-only laws can be discussed. Professor Victor Slesinger added that another topic that could be included within foreign language classes could be to discuss what is considered ethical in different cultures. Professor Pat Tierney mentioned that a discussion of bioethics would be a good fit for ENC1102 and Professor Tony Piccolino indicated that the misuse of statistics would be an excellent fit in a number of courses. It was recommended that for a future Development Day we offer a breakout session on how to incorporate ethics into the content of a course.

Data/data source: (where appropriate)

Action: Ms. Helen Shub will recommend to Dr. Sharon Sass that a future breakout session be offered on how to incorporate ethics into course content.

ITEM 2. Rubrics

The committee focused on oral and written communications and reviewed many different rubrics from other institutions, as well as the VALUE rubrics produced by the Association of American Colleges and Universities. A lengthy discussion ensued as the committee considered such issues as the number of dimensions, what those dimensions should cover, and the rating scale. The committee ultimately determined that it will create an analytic rubric with four rating categories with the addition of a zero category. The dimensions on the rubric that will measure written communication skills will include the following:

- Meaning and development
- Organization
- Language
- Convention

Professor Wolessensky volunteered to work on developing a similar rubric to measure oral communication skills. She will report back to the committee with her recommendations at the next meeting.

Data/data source: (where appropriate)

Action: Professor Wolessensky will develop a draft of a rubric to measure oral communication skills.

Meeting Adjourned at 2:30 p.m.

Submitted by:

Helen Shub, Scribe