

**Meeting Minutes**  
**General Education Committee**  
**Friday, January 24, 2014**  
**10:00a.m. – 12:00 noon**  
**CPB 201, Lake Worth**

---

<b>Attendance:</b>	Jennifer Campbell <input checked="" type="checkbox"/>	Emma Chow <input checked="" type="checkbox"/>
Tcherina Duncombe <input checked="" type="checkbox"/>	Barbara Edgar <input checked="" type="checkbox"/>	Robin Fiedler <input checked="" type="checkbox"/>
David Knopp <input checked="" type="checkbox"/>	Karen Pain <input checked="" type="checkbox"/>	Ginger Pedersen <input checked="" type="checkbox"/>
David Pena <input checked="" type="checkbox"/>	Ana Porro <input checked="" type="checkbox"/>	Helen Shub, Chair <input checked="" type="checkbox"/>
Debra-Anne Singleton <input checked="" type="checkbox"/>	Warren Smith <input checked="" type="checkbox"/>	Melissa Stonecipher <input checked="" type="checkbox"/>
Patrick Tierney <input checked="" type="checkbox"/>	Connie Tuisku <input checked="" type="checkbox"/>	

**ITEM 1.      General Education Review**

Discussion:    The committee continued its review of the general education program, focusing specifically on the material submitted by the Health cluster, and unanimously agreed on the following recommendation:

It is recommended that two of the Health courses, HSC 2100 and HSC 1101, should remain general education courses and be incorporated into the general education program as electives. With this recommendation, students will have the option of selecting a Health course or any other general education course within the other five areas. The Health courses and the elective option will be included in Area 6, which we are recommending be called "Interdisciplinary".

This recommendation is contingent upon the Health cluster addressing several issues:

- a) The two courses need to be revised so that they are more in line with the requirements of the other courses contained in the general education program.
- b) Part of the committee's recommendation is that these two courses become Gordon Rule, so the writing requirements will need to be consistent with what is expected of Gordon Rule courses.
- c) Some curriculum revision may be necessary to ensure that the two courses contain significantly distinct content.

Professor Robin Fiedler brought to the committee's attention that the wording for course selection in Area 5 (Social Sciences) was inaccurately stated. The instructions will be reworded to correctly reflect the intent that students should select one course from political science or history and the other course from one of the other social science areas. This

modification will correct an unintentional error that allows for geography to replace political science or history.

Source: Information provided by the Health cluster and faculty survey results.

Action: Helen Shub will submit the committee's recommendations to Dr. Sharon Sass. Dr. Sass will provide the recommendations to the Academic Deans' Council for their approval.

## **ITEM 2. Assessment Results Review**

Discussion: Ms. Shub provided the committee with the results of the embedded assessments as well as the results from the ETS Proficiency Profile. A lengthy discussion was held about how to best present the results to the faculty and what the expectations should be for actions the faculty will take based on the results. The committee agreed that the most important outcome of this process should be the improvement of the assessment instruments themselves. As part of the review of the assessment results, faculty will be able to see the limitations of using those results to make improvements because of the weaknesses found in many of the assessment instruments. The committee determined that the most effective way to communicate this to faculty is face-to-face rather than through email or some other written form of communication.

During the month of February, each committee member will set up meetings with assigned clusters to review their assessment results and discuss ways to improve their assessment process. Ms. Shub will prepare a document to aid the committee members in acting as facilitators for these discussions.

A discussion was also held about the problem of motivation for students selected to take the ETS Proficiency Profile. Because the assessment is not tied to a particular course (or course grade), this is a very low-stakes test for students. It is unclear how much the overall results reflect student ability or student effort. It was recommended that for future implementations of this exam that we take additional steps to increase student motivation. A specific suggestion was made that for the top performers rewards can be offered, such as, gift certificates from the bookstore, recognition at graduation or cash prizes (possibly supplied by the Foundation).

The review of the assessment results will be continued at the following meeting.

Source: Embedded assessment results; ETS Proficiency Profile results

Action: Ms. Shub will create a handout to be used by committee members when they are facilitating assessment discussions with faculty.

The meeting was adjourned at 12:00 pm.

Submitted by:

---

Helen Shub, Scribe