

**GENERAL EDUCATION COMMITTEE MEETING**  
**March 13, 2014**  
**Minutes**

Attending:

Gail Fernandez, Ann Brown, Denise Budd, Christine Eubank, Joshua Guttman, Gina Hermann, Takvor Mutafoğlu, Elizabeth Romano, Tracy Saltwick, Barbara Walcott

1. Meeting started at 12:35.
2. This meeting was open to all faculty to hear about the General Education Pilot Assessment Project. Seven faculty members attended the meeting including those faculty who evaluated the artifacts for the assessment.
3. The Chair explained the project by giving the background, process, and some of the outcomes.
4. Comments from attendees included:
  - Excellent opportunity as faculty
  - Good source of rubrics
  - Norming was good.
  - Some documents were well done and could be easily scored by the rubrics. One of the reasons was that faculty instruction made it easy. If we want our students to do well on assignments, we need to help develop our students' abilities.
  - The rubrics we used helped one faculty member improve her assignments and work.
  - If instructors give assignments without good instruction, how can we expect students to do well?
  - What is the sequence of courses students take to achieve 45 credits?
  - Students need to know the scoring process.
  - It may not be fair to judge creative thinking.
  - We need to get more faculty from more disciplines to participate in the Gen Ed Assessment this spring.
5. Faculty Development is organizing a workshop on how to write instructions.
6. Meeting adjourned at 1:15.

Submitted by Gail Fernandez