

MINUTES OF THE GENERAL EDUCATION COMMITTEE NOVEMBER 29, 2001

Ms. Linda Knox called the meeting to order at approximately 12:37 p.m.

Members in Attendance: Dr. John Hughes, Ms. Jenean Jones, Ms. Linda Knox (Chair), Ms. Connie Kuebeck, Ms. Mary Punches, Dr. Jessica Sheetz-Nguyen, Mr. Ron Scribner, Dr. Annmarie Shirazi, Ms. Mary Turner.

Other in Attendance: Dr. Brenda Harrison, Associate Vice President for Academic Affairs.

Announcements: The next meeting will be Thursday, January 31, 2002.

- John Hughes made the motion to approve the October 25, 2001 minutes.

Connie Kuebeck seconded the motion. The motion was approved unanimously.

Assessment.

Annmarie Shirazi distributed copies of the General Education FY 2002 Assessment Activities.

The Committee discussed the handout and made necessary changes.

Discussion from the Committee regarding Assessment:

- general education competencies being measured when students graduate
- when to make changes in the assessment plan if needed
- when to test students (after Comp I or II)
- who implement the testing (internal or external)

Dr. Harrison suggested OKCCC work with other institutions in developing a standard form for testing student competencies.

Annmarie Shirazi will work with faculty in developing an assessment plan and will report results at the next meeting.

Election of Chair

- Mary Punches made a motion to elect Jessica Sheetz-Nguyen for the position of Chairperson for next year's General Education Committee.

Jenean Jones seconded the motion. The motion was approved unanimously.

The meeting adjourned at approximately 1:21 p.m.

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