

**MINUTES OF THE GENERAL EDUCATION COMMITTEE  
FEBRUARY 7, 2002  
COLLEGE UNION ROOM 4**

Dr. Jessica Sheetz-Nguyen called the meeting to order at approximately 12:32 p.m.

**Members in Attendance:** Dr. John Hughes, Ms. Jenean Jones, Ms. Connie Kuebeck, Ms. Mary Punches, Mr. Clay Randolph, Dr. Jessica Sheetz-Nguyen (chair), Dr. Annmarie Shirazi, Ms. Mary Turner.

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

**Welcome:** Dr. Sheetz-Nguyen welcomed everyone to the meeting.

**Announcements:** Ron Scribner informed Dr. Sheetz-Nguyen that he would not be attending today's meeting. The next meeting will be Thursday, March 14, 2002.

- Mary Punches made the motion to approve the November 29, 2001 minutes.

John Hughes seconded the motion. The motion was approved unanimously.

**Assessment Plan.**

Dr. Shirazi distributed copies of the General Education Assessment Report and pamphlets on The Academic Profile with a brief discussion.

Two subcommittees were formed to discuss the Reading and Math assessments. The subcommittees are scheduled to meet on February 21, 2002. Results from the subcommittees will be presented at the next General Education Committee meeting.

General Education Committee members on the Reading subcommittee include: Jenean Jones, Mary Punches, Clay, Randolph, Jessica Sheetz-Nguyen, Annmarie Shirazi and Mary Turner.

General Education Committee members on the Math subcommittee include: Jim DeChenne, John Hughes, Linda Knox, Connie Kuebeck, and Ron Scribner. Dr. Brenda Harrison will also serve on the Math subcommittee.

**Future Projects.**

No future projects were presented.

The meeting adjourned at approximately 12:50 p.m.

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