

**MINUTES OF THE GENERAL EDUCATION COMMITTEE**  
**APRIL 4, 2002**  
**ROOM 2P7 (MAIN BLDG)**

Dr. Jessica Sheetz-Nguyen called the meeting to order at approximately 12:38 P.M.

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

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

**Announcements:** The next meeting will be Thursday, May 2, 2002.

- Jenean Jones made the motion to approve the March 14, 2002 minutes.
- Linda Knox seconded the motion. The motion was approved unanimously.

**New Business**

No new business reported.

**Old Business**

No old business reported.

**Reading Assessment**

Annmarie Shirazi distributed handouts of the Reading Assessment Rubric and “The West Unique, Not Universal,” a reading assignment from Jessica Sheetz-Nguyen’s History class.

The Committee discussed the Sheetz-Nguyen handout.

Concern was expressed about the reading level.

Annmarie will have the reading level reviewed. She also will collect reading samples and have them analyzed.

The Committee agreed to make necessary changes to the Reading Assessment Rubric, so that it will mirror the Math Assessment Rubric.

**Math Assessment**

Linda Knox shared information with the Committee regarding the Math Assessment Subcommittee meeting.

Annmarie Shirazi and Linda Knox will make necessary changes on the math assessment and compose a consistent outline for the reading and math assessments.

Annmarie asked the Committee to locate people to present the test. Adjuncts or people from off campus were suggested as test presenters.

Annmarie Shirazi informed the Committee that Dr. Sechrist will need the reading and math assessments by the summer.

**Other**

Annmarie requested that the Committee discuss critical thinking at the next meeting.

The meeting adjourned at approximately 12:50 P.M.

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