

General Education Assessment Team Meeting

March 17, 2017

Great Plains Room – Memorial Union

3:00 – 5:00

Minutes

1. A summary of the General Education Program Goal Evaluation Survey was reviewed. The team went over the results as they appeared in the Baseline survey tool. Discussion followed about how the results can be further gleaned using the reporting tool. The group also reviewed practices for analyzing qualitative (open-ended questions) data.
 - a. The goal for the April 7th meeting is to have initial analysis completed for each of the four General Education Core Skill Objectives and to have questions ready for individual item analysis where we will use the filtering mechanism in the survey reporting tool to identify specific details related to courses and departments. Please send these item analysis requests electronically to Jo and copy Rich.
2. Expectations for GEAT Members
 - a. DEADLINES and DATES (please add to your calendar)
 - i. Next GEAT meeting **April 7th**
 - ii. Digital Draft of Poster to Rich – **April 19th**
 - iii. Review of Digital Drafts of Posters to Finalize **April 21st**.
 - b. Short summary of the analysis and findings from the survey – have at least a rough draft ready by the April 7th meeting and send to the team electronically prior to the meeting. The final version will be due at the end of the term, we will combine all individual objective analyses (individual team members) with the overall survey analyses to provide an executive summary of the findings (Jo and Rich).
 - c. Each team member(s) will create a poster for their specific objective and Jo/Rich will create a poster for the overall presentation the JCCC Assessment Matters Conference presentation.
3. The GEAT is scheduled to meetings on **April 7th at 3:00 p.m. in Roosevelt Hall Room 109**. Be sure to add the meetings to your calendars.