

Eastern Florida State College
AA Subcommittee Meeting
Minutes 2/9/2016
Conference Call

Attendees.

Carrie Wells, Dr. Dan Wagner, Cindy Puckett, Dr. Mark Quatham, Kimberly Greene, Dr. Jayne Gorham, Shannon Dexter, Ilana Grimes, Aimee Picchi, Dr. Lynta Thomas

- I. **Minutes of the last meeting:** Sent out via email for vote.
- II. **Melbourne Campus Liberal Arts Assessment Training:** Ilana has offered to train the Melbourne adjuncts in her department on the assessment process including purpose and use of standardized assignment and rubric.
- III. **AAC Handbook:** The AC handbook is with the AAC for approval. Carrie will check with Scott Herber to see if any progress has been made.
- IV. **Core Ability Survey Training:** Committee discussed using older version of CAS training as basis for new training to encourage a selection of a second, unassigned and under-represented Core Ability. This way faculty could work to include a personal assignment and assess a second CA not already assigned to the course in hopes of collecting additional data and further representing Works Cooperatively; Models Ethic and Civic Behavior; Process Information.
- V. **Action Items:** Carrie will send out the curriculum CA “map:” showing which courses are working with which Core Abilities and distribute the CAS training information.

Minutes respectfully submitted by Carrie Wells.