Committee members continued their review of the data collected by faculty to demonstrate students’ performance.

Members reviewed the documents submitted for Computer Information Systems, Nursing, and EMS.

Several suggestions were made for the CIS faculty.

- All faculty need to use rubrics when grading the final exam project
- A copy of the tests should be stapled to the assignments
- A master rubric cover sheet which summarizes the rubrics should be attached
- Provide a class roster with the final exam documentation
- Goal 4b should be restated (note: since the SACS document has already been submitted, therefore, this recommendation will be implemented the next IE cycle)
- Provide a class roster with the SAM training report

No recommendations for improvement were made for the nursing documentation.

Members were encouraged to bring data collected for the General Education Student Learning Outcomes to the next meeting on March 19th at 12 noon in Hines 3.

Respectfully submitted,

Carol Bates