IEC Meeting  
September 13, 2012

**Present:** Doug Dystra (non-voting), Ellen Ishida-Babineau, Frank Palacat, Inge White, Jan Lubin (non-voting), Kay Beach, Leslie Opulauoho, Letty Colmenares, Nalani Kaun, Paul Nash, Peggy Regentine, Tara Severns

**Excused:** Ardis Eschenberg, Richard Fulton (non-voting), Kathleen French (non-voting), Libby Young, Mariko Kershaw, Toshi Ikagawa, student representative

**Date of next meeting:** October 4, 2012, Palanakila 117, 1-2:30 p.m.

Minutes of last meeting were approved with minor amendments and will be posted online soon.

Complete assessment of the General Education Outcomes will take 4 semesters. It was decided at an earlier IEC meeting that all departments will choose at least 5 courses to assess each semester. The IEC unanimously voted (vote item number 2 listed below) that each department determine the number of sections per multiple section course to be assessed.

Every course will not be used to assess the General Education Outcomes. The committee unanimously voted (vote item number 1 listed below) that the sample size (5 departments X at least 5 courses) would provide a minimum confidence level of 95% and a maximum of 99%. The student population is roughly 2800 students this semester. To reach a confidence level of 95% the sample size needs to be 338 students, and a 99% confidence level would require 537.

Additionally, any course numbered below 100 will not be used to assess the General Education Standards. The committee felt that they would be more appropriately assessed at a later date. This was voted on (vote item number 3 listed below), and unanimously approved by the committee.

**The committee voted to accept the following:**

1) The confidence level based on 2800 students will range from a minimum of 95% (338 students) and a maximum of 99% (537 students).

2) Each department will determine the number of sections per multiple section course to be assessed with at least 5 courses from each department.

3) Any course below 100 will not be a part of the General Ed. Assessment.

**Meeting adjourned at 2:39 p.m.**

**The next meeting is scheduled for October 4, 2012 (Palanakila 117, 1-2:30 p.m.)**