

**05/13/21 | 1PM-2:30PM | Zoom**

**Members in Attendance:**

Cindy Carlson	Eric Cooper
Jennifer Thompson-Watson	Ayndrielle Ward

**Summary and Information**

- Time and Effort Forms are due on May 21<sup>st</sup>
  - What were the goals?
  - What got done?
  - If the goals changed, note that and why?
  - What still needs to be done?
  - Next steps?
- Phase 2 forms from most disciplines have been collected.
- Grading criteria for rubrics have been created.
- Quantitative Literacy
  - Need to finalize courses for Quantitative Literacy.
  - Notify faculty and chairs during summer.
  - Collection method set up for Quantitative Literacy artifacts in early fall.
  - Instructions for professors to identify appropriate assessments and submit them.
- Communications
  - Collect final scores.
  - Work with Dr. Thompson to analyze.
  - Report ready for Fall FDW.