

Academic Assessment Committee Meeting Minutes

January 12, 2021 – 3:00 pm

Zoom Meeting

Present: Timothy Brophy, Brianna Adan, Erik Black, Melissa Johnson, Moon Lee, Chelsea Smart, Toby Shorey, Laura Spears Christine Voigt and Jinying Zhao

Absent: Roger Maioli, and Lee Morrison

Guests: Remo Group – Bill McGlade and Jeffery Heckard
UF Professional and Workforce Development - Andera Wherry-

1. **Welcome:** Dr. Brophy began the meeting by welcoming everyone.
2. **December 8, 2020 Electronic Voting Summary:** Dr. Laura Spears moved to approve the minutes, with the correction of Ms. Christine Voigt's last name. Dr. Melissa Johnson seconded the motion, all were in favor and the minutes were approved.
3. **UF Policy for Combination, Joint and Dual Degrees:** Dr. Brophy presented to the committee a copy of the University of Florida policy for combination, joint, and dual degrees.

4. **AAP Approvals Requests:**

Team I and IV – New Combination Degree – MSBA Marketing Concentration – Approved

Dr. Erik Black moved to recycle, Dr. Melissa Johnson seconded the motion, all were in favor for approval.

Team II – PG and SLO changes 2021-22 HEB – Approved

HEB AAP Changes – Approved.

Dr. Laura Spears moved to approve, Dr. Chelsea Smart seconded the motion, all were in favor for approval of both courses.

Team III – Global Leadership – Approved.

Dr. Jinying Zhao moved to approve, Dr. Erik Black seconded the motion, all were in favor for approval.

BA in Computer Engineering ALC Change – Recycled

The committee requests additional information about the new capstone course related to how each of the SLOs will be assessed and that they provide the assessment methodology and evaluation tools for the outcomes. The committee also expressed concern that grades are used as assessments, they asked them to clarify the use of grades, bearing in mind that we cannot use course grades as SLO measures.

Dr. Jinying Zhao moved to recycle, Dr. Laura Spears seconded the motion, all were in favor for approval.

5. **2021 Assessment Conference- Software Overview with the Remo Staff:** Dr. Brophy introduced the Remo Group staff and Andrea Wherry to the committee. The Remo Group demonstrated how their software will work for the 2021 Assessment Conference on March 26, 2021.
6. **Equity & Fairness Task Force:** Dr. Brophy discussed that the co-chairs for the Task Force has been selected and they are Dr. David Miller, Dr. Teresa Mutahi, and Dr. Corrine Huggins-Manley. The task force is broken into two groups and they are the Guideline Development and the Model Group. These two groups will set standards or guidelines for faculty to follow maximize, fairness and equity in their course assessments and the assessment of program effectiveness.
7. **SACSOC Accreditation update – the Quality Enhancement Plan:** Dr. Brophy briefly discussed the QEP plan.
8. **UF Journal update, The Journal of Assessment in Higher Education:** Dr. Spears stated that the journal will be published by the end of the week.
9. **Next meeting:** Tuesday, February 9, 2021 3:00p.m.
Meeting adjourned at 4:03 p.m.