

## **Academic Assessment Committee Meeting Minutes**

September 11, 2012

Provost's Conference Room, 239 Tigert

**Present:** Timothy Brophy, Joanne Foss, Cheryl Gater, Catherine Emihovich, Mark Law, Margaret Fields, Mike Weigold, Anne Kendall Cassella, Bernard Mair, Sanford Berg, Marie Zeglen

**Introduction:** Dr. Brophy welcomed the committee back for another year and introduced new members of the committee.

**June 12, 2012 Minutes Approval:** Mark Law moved to approve, Margaret Fields seconded, all were in favor, and the minutes were approved.

**Approval Request PPHP Health Sciences:** SLO's have been simplified and the capstone course was changed to a portfolio. The portfolio is made up of assignments that are required in courses throughout the program. These assignments are graded by a rubric, and the portfolio is graded by a rubric upon graduation. The portfolio replaced a local exam which was administered outside of any courses. The portfolio can also be used when seeking employment after graduation. Mark Law moved to approve the request, Anne Kendall Cassella seconded, all were in favor, and the request was approved.

**Institutional Assessment:** Tim Brophy explained the purpose, mission, and vision and how the committee fits into the organization of Institutional Assessment. He also took the committee on a tour of the reorganized website.

**Academic Assessment Plans:** Tim Brophy updated the committee on the progress of undergraduate academic assessment plans. Revisions of these are due in October. He also discussed a method for reviewing the plans within the committee. A random sample of 10% of the plans will be taken to review among committee members.

**Graduate/Professional Academic Assessment Plans:** The templates for these plans have been delivered to the colleges. The committee discussed programs that are shared by colleges, and perhaps Marine Science could be used as an example where both colleges contribute to the plan, but one college takes the lead.

**Certificate Assessment Plans:** Information for these was distributed to the colleges on September 11, 2012. Certificates that appear on the transcript or can be earned separate from a degree must complete an assessment plan. Certificates that are not on record must be approved by the UCC by December.

**General Education Report:** Tim Brophy presented the report to the committee. To improve programs and satisfy SACS, testing signature assignments this semester could provide preliminary data. The Gen Ed committee needs to find professors to participate in incorporating these assignments in their courses.

Next meeting is October 9, 2012.