

Academic Assessment Committee Meeting Minutes

March 14, 2017 – 3:00 pm

President's Conference Room, 226 Tigert

Present: Timothy Brophy, Camden Anderson, William Bauer, Rajeeb Das, Margaret Fields, Suzanne Murphy, Amy Simonne, Laura Spears, Catherine Striley and Marie Zeglen

Absent: Gail Childs, Cheryl Gater, Dennis Kramer, Angela Lindner, Lee Morrison, and Tobey Shorey

1. **Welcome:** Dr. Brophy began the meeting by welcoming everyone.
2. **February 14, 2016 Minutes:** Dr. Catherine Striley moved to approve the minutes, Dr. Amy Simonne seconded the motion, all were in favor, and the minutes were approved.
3. **AAP Approvals Requests:**

The committee reviewed the following Academic Assessment Plan from the **College of Design Construction and Planning**

 - **MSCM AAP Updates – Recycled**

This plan was recycled for a modification of the SLOs; and the rubric was questioned because it is a rating scale that doesn't distinguish between the levels of achievement.

Dr. Laura Spears moved to approve, Dr. Catherine Striley seconded the motion and all members approved the motion.
 - **MSCM Sustainable Construction Major - Denied.**

This plan was denied because this major is a track within the Master of Science in Construction Management, and should be folded into that assessment plan. There is no need for a separate AAP for this major. The SLOs are the same for both programs as well.

Dr. Margaret Fields moved to approve, Dr. Catherine Striley seconded the motion and all members approved the motion.
 - **Emergency Management Certificate Assessment – Recycled**

This plan was recycled because the change to SLO#2 was unclear, and the SLO assessment measurement procedures were unclear regarding the criteria for success.

Dr. William Bauer moved to approve, Dr. Laura Spears seconded the motion and all members approved the motion.
 - **Senior Fire Officer Certificate Assessment – Recycled**

This plan was recycled because the change to SLO#2 was unclear, and the SLO assessment measurement procedures were unclear regarding the criteria for success.

Dr. Margaret Fields moved to approve, Dr. Catherine Striley seconded the motion and all members approved the motion.
 - **Fire and Emergency Services – Conditionally Approve**

This plan was conditionally approved because the change to SLO#4 was unclear, and the rubric does not provide the point or percentage ranges for

each of the three levels of (a) meets expectations, (b) partially meets expectations, and (c) fails to meet expectations.

Dr. Catherine Striley moved to approve, Dr. Laura Spears seconded the motion and all members approved the motion.

- **MCM AAP Updates - Approved**

Dr. Margaret Fields moved to approve, Dr. Catherine Striley seconded the motion and all members approved the motion.

- **MICM AAP Updates - Conditionally Approve**

This plan was conditionally approved because the committee questioned the validity of the assessment method for the skills SLO "Communicate effectively in writing", which includes an oral presentation. The oral presentation does not appear to be valid as a measure of written communication.

Dr. Laura Spears moved to approve, Dr. William Bauer seconded the motion and all members approved the motion.

- **BSCM Assessment Plan Change - Conditionally Approve**

This plan was conditionally approved because the committee noticed that the SLO assessment measurement procedures were unclear regarding the criteria for success.

Dr. Catherine Striley moved to approve, Dr. Margaret Fields seconded the motion and all members approved the motion.

College of Engineering

- **Mechanical Engineering Ph.D. - Recycled**

This plan was recycled for some further modification. The rationale for the change explained why PG₂ was deleted, but there was no rationale provided for adding the new PG, and the evaluation method for the new PG₂ (and PG₁) needs to be further explicated with a target percentage increase for 2017-18.

Dr. William Bauer moved to approve, Dr. Laura Spears seconded the motion and all members approved the motion.

- **Aerospace Engineering Ph.D. - Conditionally Approve**

This plan was conditionally approved because the evaluation method for the new PG₂ (not PG₃ as the additional "change" document states) needs to be further explicated with a target percentage increase for 2017-18.

Dr. Margaret Fields moved to approve, Dr. Catherine Striley seconded the motion and all members approved the motion.

College of Medicine

- **Biomedical Informatics Certificate - Approved**

Dr. Margaret Fields moved to approve, Dr. Laura Spears seconded the motion and all members approved the motion.

- **Medical Sciences - Approved**

Dr. Margaret Fields moved to approve, Dr. Laura Spears seconded the motion and all members approved the motion.

4. **Committee on Committees Report:** Dr. Brophy briefly discussed how the revised statement of responsibilities and the report for the Committee on Committees. He stated that it will be discussed that the April 11th meeting.
5. **Focus Group Study:** Due to time this item was not discussed.
6. **UF Assessment Conference:** Due to time this item was not discussed.
7. **Important Dates:**

Next meeting: Tuesday, April 11, 3 p.m. in 226 Tigert Hall.

Meeting adjourned at 4:00 p.m.