

**Academic Assessment Committee Meeting Minutes**  
**September 11, 2018 – 3:00 pm**  
**President's Conference Room, 226 Tigert**

**Present:** Timothy Brophy, Gail Childs, Rajeeb Das, Margaret Fields, Lily Lewis, Lee Morrison, Teresa Mutahi, Amy Simonne, Laura Spears and Jinying Zhao

**Absent:** Melissa Johnson, Cathy Lebo, Angela Lindner, Toby Shorey and Avner Sidi,

**Visitors:** Heather Maness- UFIT

1. **Welcome:** Dr. Brophy began the meeting by welcoming everyone and introductions were made.
2. **March 13, 2018 Minutes:** Dr. Laura Spears moved to approve the minutes, Ms. Gail Childs seconded the motion, all were in favor and the minutes were approved.  
  
**May 8, 2018 Minutes Electronic Voting Summary:** Dr. Laura Spears moved to approve the minutes, Dr. Amy Simonne seconded the motion, all were in favor and the minutes were approved.
3. **Review of 2018-19 Team Assignments, Duties Tasks and Processes:** Dr. Brophy discussed with the committee the duties and tasks of the Academic Assessment Committee and explained how the committee will be processing requests.
4. **Vote for Senate Co-Chair:** The new Senate Co-Chair is Dr. Amy Simonne.
5. **AAP Approvals Requests:**
  - **Team I – BS in Advertising - Conditionally Approved**
  - **Team II – BS in Journalism – Conditionally Approved**

All were approved by electronic voting.

6. **Quest 1 SLOs-** Dr. Brophy discussed the Quest 1 SLOs that were presented to the committee. All Quest courses will be Gen Ed courses. The committee voted electronically to approve the Quest 1 SLOs in support of the Gen Ed committee.
7. **Changes to Data Report Review Process –** Dr. Brophy briefly discussed changes to the data report process.

**Next meeting:** October 9<sup>th</sup>, 3:00 p.m. in 226 Tigert Hall.

Meeting adjourned at 4:02 p.m.