

Academic Assessment Committee Meeting Minutes

January 9, 2018 – 3:00 pm

President's Conference Room, 226 Tigert

Present: Timothy Brophy, Rajeeb Das, Margaret Fields, Cheryl Gater, Cathy Lebo, David Miller, Teresa Mutahi, Amy Simonne, Laura Spears (by phone) and Catherine Striley

Absent: Gail Childs, Angela Lindner, Lee Morrison, Michael Murphy, Avner Sidi, and Toby Shorey

1. **Welcome:** Dr. Brophy began the meeting by welcoming everyone. He also welcomed Dr. David Miller to the committee who agreed to serve in place of Dennis Kramer who stepped down from the committee to accept an internship in Washington D.C.
2. **November 14, 2017 Minutes:** Dr. Margaret Fields moved to approve the minutes, Dr. Cathy Striley seconded the motion, all were in favor, and the minutes were approved with grammatical corrections.

3. **AAP Approvals Requests:**

- **Team I** – Education and Health Care Transition Certificate
Approved
- **Team II** – K-12 Teaching with Technology Certificate – **Approved**
- **Team III** – Instructional Design Certificate – **Approved**

On Line Teaching & Learning Certificate – **Approved**

- **Team IV**- Managing Distance Education Environments Certificate – **Approved**

All were approved by electronic voting, with the exception of Laura Spears who was on the phone voted verbally.

4. **Overview of Changes to Assessment Planning and Reporting-** Cheryl Gater discussed the new planning module in Compass Labs.
5. **Focus Group** – The Focus Groups for non-tenure track instructional faculty will take place in March-April.
6. **SACSCOC Coordinators Meeting** – On December 11, 2017 a SACS Coordinators meeting took place. The Coordinators are in favor of AAPs and Data Reports are now due by November 1 of each year. The minimum number of students for assessment reporting for degree programs and certificates are Graduate/Professional (5) and Undergraduate (10).

7. **2018 Conference Overview** – Dr. Brophy gave an overview of the conference, concerning registration, panelists, presenters, and student speakers.
8. **2019 Conference Planning** – Dr. Brophy briefly discussed the planning for the 2019 UF Assessment Conference.
9. **Update on General Education Assessment** – Dr. David Miller discussed with the committee that the General Education Committee is considering revisions to their Student Learning Outcomes. Rubrics are being revised to return to three levels of measurement. The committee is also adding other courses to the assessment to enhance the comprehensiveness of the assessment.

10. Other Business

Next meeting: February 13th, 3:00 p.m. in 226 Tigert Hall.

Meeting adjourned at 3:55 p.m.