**Academic Assessment Committee Agenda**

Tuesday October 10, 2023, Business Office Conference Room

Dr. Maria Leite, Director of Institutional Assessment, Chair

Attendees: Maria Leite, Lissette Tolentino, Ifgeneia Giannadaki, Judi Schack-Dugre, Richard Scholtz, Morgan Rich, Leandro Teixeira, Ferol Carytsas, Carrie Adams

1. **Welcome**

Approval of [September 12, 2023 AAC Meeting Minutes](https://fora.aa.ufl.edu/University/Pages/Academic-Assessment-Committee/2023-2024CommitteeMeetings)

Dr. Judi Shack-Dugre made a motion to approve the meeting minutes from September 12th, 2023. Dr. Richard Scholtz seconded the motion. None opposed.

1. **AAP Approval Requests**

**The AAC committee members discussed the three requests together and found consensus considering the similarities of the requests.**

<https://secure.aa.ufl.edu/Approval/reports/18863>

<https://secure.aa.ufl.edu/Approval/reports/18865>

<https://secure.aa.ufl.edu/Approval/reports/18866>

**Conditionally approved pending clarification.**

*Motion:* Richard Scholtz

*Second:* Judi Shack-Dugre

*Opposed:*None

Decision was to conditionally approve pending clarification of committee’s concerns regarding the statement “students will complete a research proposal in one of the required first-year seminars”. Committee was concerned about the vagueness of the proseminar requirements, how students picked the course/elective, the sequence in which the course/elective needs to be done, the course that the proseminar takes place in, and the syllabus.

1. Dr. Leite stated that there is only 1 submission so far for the [Assessment in Higher Education](https://reg.conferences.dce.ufl.edu/SSP/1400089768). She explained that if there are more by next month’s meeting time will be spent going over the abstracts.
2. Dr. Leite reminded the committee of the next meeting to take place on Tuesday, November 14, 2023, at 3:00 pm (Business Office Conference Room). She asked the committee if they prefer to have a Zoom meeting when there are less requests rather than coming to Tigert Hall. Dr. Leandro Teixeira agreed. For the next meeting Dr. Leite will ask committee members if they want to meet face-to-face or via Zoom.
3. Dr. Leite mentioned that for the next meeting on Nov. 14th, if there are three requests, the meeting will take place via Zoom. If not, the meeting will be in-person, and if less than 3 requests than there will be no meeting, and instead voting will be done electronically.

Meeting was adjourned at 3:20 pm.