**Academic Assessment Committee Agenda**

Tuesday, December 12, 2023, Zoom Meeting

Dr. Maria Leite, Director of Institutional Assessment, Chair

**Zoom link:** [**https://ufl.zoom.us/j/91549542853**](https://ufl.zoom.us/j/91549542853)

**Attendees**: Joslyn Ahlgren, Michelle Tillander, Morgan Rich, Leandro Dias Teixeira, Lori Dassa, Ferol Carytsas, Maria Leite, Lissette Tolentino,

**Meeting minutes approval**: The ACC members reviewed the [November 14, 2023 AAC Meeting Minutes](https://fora.aa.ufl.edu/University/Pages/Academic-Assessment-Committee/2023-2024CommitteeMeetings) for approval. Dr. Ahlgren made a motion to approve, and Dr. Tillander seconded. No one opposed, the meeting minutes were approved.

**AAP Approval Requests**

**All Teams**

[AI Fundamentals and Applications AAP – (#16426)](https://secure.aa.ufl.edu/Approval/reports/16426)

The committee discussed the use of the word “responsible” in SLO 1 and pointed to the lack of alignment within the rubric. Dr. Ahlgren observed the lack of performance descriptors for each criteria. The AAC members discussed that a holistic rubric would be acceptable. They stated that it is unclear how “responsible” will be measured and addressed that it needs to be defined and included in the rubric. They suggested that the word be removed or include a definition. Dr. Ahlgren made a motion to conditionally approve pending the following: a definition of “responsible use of AI” or removal of the word “responsible” and make corresponding adjustments to the rubric. Dr. Dassa seconded. No one opposed. The request was conditionally approved.

**Assessment in Higher Education and Abstract proposals for review.**

Dr. Leite discussed inviting Dr. Brophy as the keynote speaker. Committee members agreed with this idea. Dr. Leite stated that the acceptance and invitation letters have been drafted and will formally be sent out soon. The committee voted on accepting the 16 submissions. Dr. Tillander moved to accept all presentations and it was seconded by Dr. Dassa.

**Conference outline draft**.

Dr. Leite presented the AI generated draft schedule for the upcoming assessment conference. There was group consensus about the content and layout of the schedule. The types of session (concurrent sessions with presenters, panel with moderator, and a keynote) were also discussed, with group members Drs. Dassa Tillander, Ahlgren serving as volunteers to help as mediators for the concurrent sessions. Dr. Leite will work on generating questions for each session.

**Final comments. Information on submitting program goal changes to the AAC.**

Dr. Leite discussed that changes to program goals do not need to go through the AAP since the Office of Institutional Assessment provides feedback on them each year. The program goals are part of the academic review process and are evaluated each year, therefore if any changes need to be made, they will be noted in the review and sent back to the unit, giving the unit a chance to change it for the following year.

Meeting was adjourned at 3:57 pm.

Next meeting: Tuesday, January 9, 2024, at 3:00 pm (Provost Conference Room, Tigert Hall, room 239)