**Academic Assessment Committee Meeting Minutes**

**January 11th, 2022 – 3:00 pm**

**Present:** Chelsea Smartt, Erik Black, Shauna Buring, Jamie Foster (Guest), Kathy Green (Guest), David Miller (Guest), Teresa Mutahi (Guest), Tim Brophy, Maria Leite, Ferol Carytsas, Christine, Rachel J.C. Fu (Guest), Laura Spears, Christine Voigt, Roger Maioli, and Anna Bernstein.

**Absent:** Lilianny Virguez

1. **Welcome:** Dr. Brophy welcomed participants and introduced the agenda for today.
2. **December 14 Meeting Minutes:** Dr. Smartt motioned to approve the December 14 meeting minutes. The motion was second by Dr. Spears.
3. **AAP Approvals Requests:**

**Team I: Dr. Erik Black, Dr. Lilianny Virguez**

Approval of Environmental Microbiology Certificate Assessment Plan**– Approved**

The Academic Assessment Committee approved this request. (Motion to approve from Dr. Black, and second, Dr. Spears.)

IDEA SLO Addition **–Approved**

The Academic Assessment Committee approved this request. (Motion to

approve Dr. Black, second, Dr. Maioli)

**Team II: Dr. Roger Maioli, Dr. Laura Spears**

[Artificial Intelligence and Data Analytics in Tourism, Hospitality and Event Management Certificate (undergraduate)](https://secure.aa.ufl.edu/Approval/reports/16605) – **Recycle**

Overall issues with assessment of the SLO and grammar. Need more concrete description of the SLOs and, second, a comprehensive round of revision. (Motion to recycle Dr. Maioli, second, Dr. Spears)

[Artificial Intelligence and Data Analytics in Tourism, Hospitality and Event Management Certificate (Graduate)](https://secure.aa.ufl.edu/Approval/reports/16605) – **Recycle**

Overall issues with assessment of the SLO and grammar. Need more concrete description of the SLOs and, second, a comprehensive round of revision. (Motion to recycle Dr. Maioli, second, Dr. Spears)

**Team III**: **Dr. Christine Voigt, Dr. Shauna Buring**

Medical Microbiology-**Conditionally** **Approved**

Kathy Green provided some input on concerns about the rubric (Ms. Voigt moved to conditionally approve, second, Dr. Black).

Packaging Engineering Certificate AAP – **Approved**

After program coordinator clarified where SLO is being introduced and reinforced, Ms. Voigt moved to approve (second, Dr. Smartt).

**Team IV**: **Dr. Chelsea Smartt, Ferol Carytsas**

[Combination MURP Reaffirmation](https://secure.aa.ufl.edu/Approval/reports/16841)- **Approved** (After Clarification was provided)

AAC members in Team 4 had some questions and received clarifications prior to the meeting (Dr. Smartt moved to approve, second, Ms. Carytsas)

[Combination Bachelor of Design - MID reaffirmation](https://secure.aa.ufl.edu/Approval/reports/16843)-**Approved**

Kathy Green provided some input on concerns about the rubric (Ms. Voigt moved to conditionally approve, second, Dr. Black).

1. Dr. Leite, Dr. Miller, Dr. Mutahi introduced the Fairness and Equity in Assessment Task Force Draft Report.

* Dr. Leite introduced the work of the FEA taskforce served as the basis for the document presented.
* Dr. Miller explained the various parts of the report and how the document was conceptualized.
* Dr. Mutahi invited the AAC members to provide insight on the document, opening for discussion.
* Dr. Erik Black asked questions about implementation of guidelines and the use of data from international assessments in alignment with the guidelines.
* Dr. Miller and Dr. Brophy emphasized the guidelines implementation is still being discussed as multiple key stakeholders across campus provide input. It will be most likely to become an additional resource within the institutional assessment process to be utilized across multiple contexts on campus. Dr. Brophy and Dr. Miller explained that concerns about uses of data from international assessments potentially align with guidelines 2 (assessment selection), 6 (Assessment Score Interpretation and Use), and 7 (Evaluation of Assessment). Dr. Brophy requested feedback from AAC members via survey provided previously via e-mail, and suggested the FEA guidelines to be revisited in the next meeting on February 8th.

1. **Discussion** – Format for Spring 2022 Meetings. All members agreed with the Zoom format considering COVID issues.
2. **2022 Assessment Conference Update:** Dr. Brophy will send the link to AAC members: <https://reg.conferences.dce.ufl.edu/assessment>.
3. **UF Journal update, The Journal of Assessment in Higher Education:** Articles are currently under review. Christine and Ferol are interested in serving on the JAHE as well.

**Next meeting:** Tuesday, February 8, 2022 3:00p.m.

Meeting adjourned.