**Academic Assessment Committee Meeting Minutes**

**September 14, 2021 – 3:00 pm**

**Zoom Meeting**

**Present:** Timothy Brophy, Erik Black, Chelsea Smartt, Christine Voigt, Ferol Carytsas, Anna Bernstein, Maria Leite, Shauna Buring and Cat Jaroch

**Absent:** Laura Spears

1. **Welcome and Introductions:** Dr. Brophy began the meeting by welcoming everyone and introductions were made.
2. **May 11, 2021 Electronic Voting Summary:** Christine moved to approve the minutes, Anna seconded the motion, all were in favor and voting summary was approved.
3. **Duties and Tasks:** Dr Brophy discussed the duties and tasks that the committee will carry out. He mentioned team 1 is missing a person and is in the process of finding another presidential appointee.
4. **Review of Teams:** Dr. Brophy went over which teams they would be serving on while they are on the committee.
5. **Vote for Senate Co-Chair:** The new Senate Co-Chair is Christine Voigt.
6. **AAP Approvals Requests:**

**Team I:**

BFA Art – **Approved**

The Academic Assessment Committee approved this request.

[AAP for MFA in Design & Visual Communications](https://secure.aa.ufl.edu/Approval/reports/16217) – **Recycle**

The Academic Assessment Committee recommended this request to be

recycled. A sample rubric was provided, but it does not specify the assignment (e.g., Course Assessments/Assignments, Capstone, Course Grades, Final Paper/Project/Presentation, Course-related Exam, Other). Please provide more details about assessment of SLOs across the program.

[BS Media Production, Management, and Technology/MA Mass Communication Combination Degree](https://secure.aa.ufl.edu/Approval/reports/16251) - **Approved**

The Academic Assessment Committee approved this request.

**Team II:**

[BS Public Relations/MA Mass Communication Combination Degree](https://secure.aa.ufl.edu/Approval/reports/16250)– **Approved**

The Academic Assessment Committee approved this request.

BS Advertising/MA Mass Communication Combination Degree - **Approved**

The Academic Assessment Committee approved this request.

Creation of Any UG meeting prerequisites/MS in Epidemiology Combination Degree – **Recycle**

The Academic Assessment Committee recommended this request to be recycled. Please provide details on how integrity of the undergraduate degree is ensured, considering this combination degree is opened to “any major that meets the listed prerequisites for the MS in Epidemiology program.”

BS Journalism/MA Mass Communication Combination Degree – **Approved**

The Academic Assessment Committee approved this request.

**Team III**:

Editorial Changes to ALC, Overview, and SLO's for Graphic Design Major – **Recycle**

The Academic Assessment Committee recycled this request. The revised catalog information provided indicates that the course in which all SLOs are assessed is no longer required (GRA4953C). The replacement course only lists "R" for each SLO. The committee needs to review the revised curriculum map and to know in which course the portfolio is assessed (it appears to be GRA4187C). The committee also recommends some revisions to the SLOs to remove the term "exhibit" to improve measurability - for example, consider modifying "Exhibit the ability to describe and respond to the audiences and contexts which communication solutions must address, including recognition of the physical, cognitive, cultural and social human factors that shape design decisions" to "Describe and respond to the audiences and contexts which communication solutions must address, including recognition of the physical, cognitive, cultural and social human factors that shape design decisions"

Edited Assessment Plan for PR - **Approved**

The Academic Assessment Committee approved this request.

Change of PG1 – **Approved**

The Academic Assessment Committee approved this request.

**Team IV**:

SACS Program Goal Change - BME PhD Program –**Approved**

The Academic Assessment Committee approved this request.

Academic Assessment Plan for Undergraduate Engineering Project Management Certificate - **Approved**

The Academic Assessment Committee approved this request.

Revision of Student Learning Outcomes - **Approved**

The Academic Assessment Committee approved this request.

1. **2022 Assessment Conference:** Dr. Brophy briefly talked about the 2022 Assessment Conference.
2. **UF Journal update, The Journal of Assessment in Higher Education:** Dr. Brophy gave a brief update about the journal.
3. **Next meeting:** Tuesday, October 12, 2021 3:00p.m.

Meeting adjourned at 4:08 p.m.