

**Minutes for the
Academic Program Assessment Committee Meeting**
Thursday, March 16, 2017, 12:00-1:00 p.m.
2nd floor Conference Room, Olin Physical Sciences Building

Attendance: Matthew Ruane (Chair), Donna Wilt, Bill Rankin, Henry Perez, Manolis Tomadakis, Richard Turner, Lynn Werner, Bill Shoaff

Absence: Pierre Larochelle, Hamid Rassoul, Vanessa Edkins, CJ Colley (guest)

I. General Announcements

Minutes from the February 16, 2017 were approved with a minor change in language in section VII to be implemented.

II. Approval of changes to assessment for PSY 4901 with additional suggested changes to be made.

Once these changes were made, the chair of APAC, per prior agreement of the committee, approved the revised assessment.

III. Discussion of the next steps in the five-year review cycle.

After discussion by the committee on terminology, including a discussion by CoE on the use of “tools” as part of their assessment process, this was tabled until the April meeting. Changes were made to the language of the discussion topics, for example, changing “courses” to “PLOs” was implemented by the chair.

IV. Open discussion on developing a format for reports and summaries for the five-year reviews.

This was tabled as time ran out for the meeting.

V. General discussion:

There was a general discussion about when the absolute drop date for the CY 2011 and earlier review reports were due. The committee approved a date of 1 NOVEMBER 2017 as the last date for all revisions to be submitted to the APAC chair for inclusion on the November and December 2017 APAC meeting agendas.

VI. Action Items:

Deal with tabled items from previous meetings.

IX. Next meeting: April 27th, 12-1 p.m.

The chair apologized for not providing lunch to the committee members and assured them that lunch would be provided for the April meeting.

*Respectfully submitted,
Matthew Ruane, Chair
April 25, 2017*