

**Minutes for the
Academic Program Assessment Committee Meeting**

September 26, 2018, 12:00 p.m.-1:00 p.m.
Olin Physical Science, 2nd fl. Conference Room

Attendance: Matthew Ruane (Chair), Munevver Subasi, CJ Colley, John Barranti, Bill Shoaff, Vanessa Edkins, Csaba Palotai, Donna Wilt, Chris Sonnenberg

Absent: Lyn Werner, Bill Rankin, Mark Archambault

- I. Approval of 29 August 2018 meeting minutes. (Approved)
- II. Old Business: WEAVE Update & Computer Review Program Update. There was a brief discussion by the chair about the status of the WEAVE update and meeting with the team of students overseeing the software and programming development of the review software for programmatic assessment evaluation. Both were expected to be in a position for additional review by the end of October.
- III. Old Business: Approval of GenEd DRC recommendation for defining Critical Thinking, Update

Critical thinking is the ability to arrive at a solution and/or outcome by using data and analysis to make logical connections between ideas.

There was a brief discussion about modifying the language as suggested by Dr. Aberdein (SAC), but no overwhelming support from the committee to do so at this time. APAC members were instructed to inform ACs about the new language to take into consideration as an overall guideline when reviewing and revision critical thinking (CT) PLOs.

- IV. New Business: Engineering Management MS Assessment. After a brief discussion about confusion over language, differences in assessment between thesis and non-thesis, and without clarification from a representative from the college, it was agreed to table the discussion until such clarification could be supplied. The chair acknowledged he would contact Dr. Archambault to discuss the issue prior to the next meeting in October.
- V. New Business: MS in Global Strategic Communication (Approved). There was a brief discussion about the rubric design being one based on a rubric originally drafted by Dr. Mike Gallo. The chair was asked to contact Dr. Gallo to seek permission to post one of his rubrics on the APAC site as a model for rubric design.
- VI. New Business: Certificate in Marketing Communication (Approved)
- VII. Continued Business: Assessment of Honors Courses. The chair noted that the assessment of honors courses was currently an ad-hoc process at Florida Tech and that originally UGCC had decided not to pursue further discussion on the issue at

this time. However, because so many of the current honors designated courses involve General Education outcomes, the GenEd DRC (and thus APAC) would look at assessment related issues and provide an guideline for assessing honors courses that are significantly different than their parent course. Assessment of new honors designated courses would also be discussed by GenEd DRC before being presented to APAC for comment, review and approval.

- VIII. Continued Business: Action Plan Revisions & Changes. The sub-committee was still looking for additional members and had not met as of this date. It is expected to meet before the end of the semester. The chair hoped that the sub-committee would be able to complete its work in a single meeting.
- IX. Next meeting is tentatively scheduled for 10 October 2018.
- X. Meeting times for the rest of the semester. All we be at 12-1pm, and will be held here in Olin Physical Science conference room. Dates: 10 October, 31 October, 14 November, 28 November, 12 December (Xmas working meeting).
- XI. Action Items: Contact Dr. Mike Gallo about hosting a sample rubric on the APAC website as a best practices example of rubric construction and design. No additional action items were noted.