

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

January 9, 2019, 12:00 p.m.-1:00 p.m.
Olin Life Science Conference Room, 2nd floor

Attendance: Matthew Ruane (Chair), Munevver Subasi, CJ Colley, Bill Shoaff, Csaba Palotai, Lyn Werner, Bill Rankin, Mark Archambault, John Barranti, Chris Sonnenberg, Donna Wilt, Maria Lavooy (representing CoPLA)

Absent: Vanessa Edkins

- I. Approval of 12 December 2018 meeting minutes. (Approved)
- II. Continued Business: WEAVE update. Sessions will be arranged for January and February, though WEAVE is now telling us that the CAS isn't necessarily supported by the new version. If a solution is not discovered, we will go ahead with local logins until the CAS login server is settled or set up.
- III. New Business: Review Changes BS Biochemistry. (Approved). APAC has emphasized that, in the future, programs that state they are using a rubric as part of the assessment process should include a rubric for review by the committee.
- IV. New Business: Proposed Revisions to Annual Assessment Summary Questions (AASQ). Revisions to wording was proposed by the committee and the chair agreed to resubmit the questions for approval at the February meeting.
- V. New Business: Online review site for future reviews is up and ready. The link will be updated on the www.fit.edu/apac website.
<https://apr.fit.edu/>
- VI. Next Meetings: 6 February, 20 March, 17 April. All will be held here in OLS 201 this semester.
- VII. Informational Items:
 - 1) Thank you for reminding all of your ACs about the deadlines. Remember the deadline for summer and fall 2018 data input to WEAVE is 15 January 2019.
 - 2) When your DRCs meet this semester, can I be informed of those meetings? I'd like to attend at least one
- VIII. Action Items
The committee thanked the School of Arts and Communication for arranging for the boxed lunches for this meeting.