

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

April 17, 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, Chris Sonnenberg, Donna Wilt, Maria Lavooy (representing CoPLA)

Absent: Vanessa Edkins

- I. Approval of 6 February 2019 meeting minutes. Approved.
- II. Old Business: WEAVE update. After a brief discussion, a 30 September 2019 deadline for having everything moved over to the new WEAVE (and all updates to any programs moved) was approved. We will monitor the situation over the summer as the transfer process occurs.
- III. Old Business: Revisions to Annual Assessment Summary Questions (AASQ). A vote was taken and the annual assessment questions were approved unanimously. They will be implemented into the new WEAVE in fall 2019. DRC members were encouraged to disseminate the questions to their respective ACs.
- IV. Old Business: Approval of “*Considerations for Writing the Annual Assessment Report.*” This is the final version with current trade dress. It will be posted to the APAC website. It was noted that the material would be posted by Fall 2019. Faculty conducting annual assessment were encouraged to read the document fully.
- V. Old Business: Assessment Institute in Indianapolis, October 2019. So far, the only people who have expressed interest in attending are Dr. Archambault and Ms. Werner. www.assessmentinstitute.iupui.edu
- VI. New Business: Approval of CoB/ESD rubrics. There were sent out by email last week. These were approved after a brief discussion.
- VII. New Business: Approval of changes to SoBA assessment measures. There were sent out by email on Monday. After discussion by the committee, there were returned back to SoBA for further work. They will likely be resubmitted in at some point in the fall. Drs. Edkins and Ruane would work with the SoBA to correct any errors and improve the assessment measures.
- VIII. New Business: The assessment training session will be a single, one day session, running from 8am until 5pm during August. All APAC and GenED DRC members are expected to attend. This is meant to get everyone on the same page when it comes to assessment ideas and basics. In January, there will be a one-day workshop

for college level DRC members. More discussion will occur in the fall on dates and times. It is expected that attendance will be mandatory for all ACs and above.

- IX. New Business: Thank you for reminding all of your ACs about the deadlines. Remember the deadline for spring 2019 data input and overall annual assessment in WEAVE is still **1 June 2019**.
- X. Next Meetings: TBA, August 2019.
- XI. Action Items. There were no action items.