Minutes for the
Academic Program Assessment Committee Meeting
August 21, 2019, 12:00 p.m.-1:00 p.m.
Olin Engineering Conference Room, 276

Attendance: Matthew Ruane (Chair), Munevver Subasi, CJ Colley, Vanessa Edkins, Csaba Palotai, Lyn Werner, Bill Rankin, Mark Archambault, Chris Sonnenberg, Sherry Jensen

Absent: Bill Shoaff, Donna Wilt

I.   Approval of 17 April 2019 meeting minutes. Approved.

II.   Old Business: WEAVE Transition and Annual Report update. WEAVE transition is supposed to be completed by 1 September. CJ and Matt will assign the coordinators to the transferred materials and inform the DRCs that they too have been assigned to the programs in their purview.

III.   Old/New Business: Annual update of Assessment Coordinators (See attached). Please provide the Chair a list of revised and updated ACs for your areas of responsibility by 1 September.

IV.   New Business: Approval of CoB/ESD rubrics. These were approved after a brief discussion of coming up with committee/university wide set of best practices guidelines for writing rubrics. This will be presented to the committee for comment and approval by the end of the fall semester.

V.   New Business: The assessment training session has been moved to January 2020. Details will be forthcoming soon. The Chair reminded the committee members that these training sessions would be held over two days in the week before classes start in Spring 2020. Currently scheduled for Thursday 9 January and Friday 10 January, attendance is mandatory for all assessment coordinators and APAC members. Coffee and lunch will be provided.

VI.   New Business: Fifth Year Report due date is officially March 2021. Thus the 2019-2020 academic year is our last full assessment cycle before the interim report is due. A brief discussion about the importance of this year's assessment cycle was undertaken, and because this is the first year of our new 5-year assessment cycle, reporting results was especially important. DRCs said they would pass the information on to their respective assessment coordinators.

VII.   New Business: Discussion of SACS-COC General Education Changes and impact on university wide assessment

        New Interpretation of CR9.3:

        "Interpretation of Core Requirement 9.3 (General education requirements),"

"Revised wording to this requirement was provided to the Executive Council and approved by the Board. It now reads, "Courses in basic composition that do not contain a <u>significant</u> literature component, courses in oral communication, and introductory foreign language courses are skill courses and not pure humanities courses. Therefore, for purposes of meeting this standard, none of the above may be the one course designated to fulfill the humanities/fine arts requirement in CR 9.3. <u>The institution is responsible for making a persuasive case that at least one of the courses it requires to meet the humanities/fine arts area does not "narrowly focus" on skills.</u>"

Discussion on this subject was energetic as problems were raised about assessing general education outcomes in the senior year. The Chair did indicate that some undergraduate programs would have to move their General Education requirements out of the Junior and Senior year and into an earlier spot in their program plans more reflective of measuring General Education outcomes at the proper stage of the student's academic careers. Some ideas where introduced about how and where assessment in the senior year could be conducted, perhaps using a General Education rubric to assess existing QEP1 projects. More discussion will follow over the next few meetings.

VIII. New Business: University Associate degree (AA, AS) assessment requirements and review. A brief mention that these degrees need the most amount of attention as associate degree assessment was often hurried and rushed when first introduced. A review of existing associate degrees should be undertaken by the schools with AA/AS degrees. More discussion will follow over the next few meetings.

IX. Next Meetings: 9/18, 10/23, 11/13 and 12/13 (Friday Xmas lunch-meeting)

X. Action Items. There were no action items.