

**Minutes from the  
Academic Program Assessment Committee Meeting**  
September 18, 2019, 12:00 p.m.-1:00 p.m.  
Olin Engineering Conference Room, 276

Attendance: Matthew Ruane (Chair), Munevver Subasi, Vanessa Edkins, Csaba Palotai, Mark Archambault, Chris Sonnenberg, Sherry Jensen, Bill Shoaff, Tolga Turgut

Absent: CJ Colley, Lyn Werner, Bill Rankin, Donna Wilt (on sabbatical)

Guest: Dr. Brooke Wheeler, CoA

- I. Approval of 21 August 2019 meeting minutes. (Approved)
- II. Old Business: WEAVE Transition update. An update was provided to the committee membership that the WEAVE transition should be done by 1 October and that after that, faculty involved with assessment should review the changes to make sure everything transferred as it should have.
- III. Old/New Business: Annual update of Assessment Coordinators. The chair acknowledged receipt of the list of assessment coordinator updates. APAC members were reminded to provide updates throughout the year as changes are made and to let both the chair and CJ know who to remove WEAVE access from.
- IV. New Business: New timetable charts for assessment. (See attached). A brief discussion of the new timetable and the impact it would have on assessment followed. A few questions from the floor were about the long term impact of the changes and how it would effect SACS-COC accreditation.
- V. New Business, continued: Discussion of SACS-COC General Education Changes and impact on university wide assessment. What do we do next? The chair discussed how General Education has been working up to this point, but that it was originally put together as quickly as possible in 2010-2011. After 8 years, GenEd has struggled to meet targets and does not adequately assess, at least in some cases, what is most important for the GenEd “program.” Changes will come over the next year as both APAC and GEDRC look at how best to move GenEd assessment into the 21<sup>st</sup> century. This may require realignment of university mission and goals with those of the now nearly 15-year old General Education outcomes identified by the university.
- VI. New Business, continued: Revision of Associate degree (AA, AS) assessment requirements and review of existing programs. I’d like to establish a 4-person sub-committee of APAC to begin laying out the groundwork for guidelines for AA/AS degrees. A sub-committee was established consisting of Drs. Archambault, Sonnenberg, and Turgut. Dr. Lavooy from CoPLA was volunteered to serve of the committee to represent CoPLA AA programs. Dr. Ruane would chair the sub-

committee. It is expected to meet in early November to lay the ground work for the review and revision of Associate level degrees at the university.

- VII. New Business: Improving assessment reporting and using results better, i.e. “closing the circle.” See attached file, “A Simple Model for Learning Improvement: Weigh Pig, Feed Pig, Weigh Pig.” The chair recommended that the committee members read this important document to help prioritize their thinking about one method for improving assessment and making it meaningful.
- VIII. New Business: Suggestions for recognizing and rewarding well-done assessment at Florida Tech. The chair solicited comments and feedback from the floor about how best to move this process forward.
- IX. Next Meetings: 10/23, 11/13 and 12/13 (Friday Xmas lunch-meeting)
- X. Action Items  
There were a few actions items, mostly involving the last minute addition of addition of an agenda item on assessment changes made to the graduate programs in the Education. After extensive discussion, the committee voted to send the items back to Dr. Marcinkowski with recommendations for changes, including: getting rid of the 80% of 80% language per new APAC suggestions for writing outcomes and targets, along with a number of additional small changes for clarification purposes. The documents would be resubmitted for the October meeting.

FYI: CES provided information to APAC that they wished to reduce the number of measurements by one due to a lack of students choosing the option to take a written final exam in the MS CIS degree. The revised assessment will look at two areas and will contain one fewer measure, target and outcome. However, overall assessment will remain within the university’s guidelines.