

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

October 23, 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, Bill Rankin, Lyn Werner, CJ Colley

Absent: Donna Wilt (on sabbatical)

- I. Approved 18 September 2019 meeting minutes.
- II. FYI: The position of Director of Academic Programs Assessment is now an ex-officio (non-voting) member of both UGCC and Grad Council.
- III. Old Business: WEAVE Transition update. CJ Colley and the chair gave a general update on the status of the updates and transfer of assessment from WEAVE Online to the new WEAVE. This was based in part on the discussions held with WEAVE at the Assessment Institute in Indianapolis early in the month. An update will be provided at the November meeting.
- IV. Old Business: Resubmission of EIS program assessment; This was once again tabled over issues raised by the committee. NOTE: the EIS program was approved by email vote in November when changes were made by the appropriate faculty responsible.
- V. New Business: A.S. in Flight Operations and Dispatch. Dr. Wheeler presented this model of assessment for the committee. She was commended for presenting an assessment model to be used as an example for future assessment proposals. With her approval, the course mapping, assessment instructions and rubrics will be posted on the APAC website as models of good components for any future assessment proposals.
- VI. New Business: Engineering Management Assessment Changes (Tabled). The chair approved the proposer to discuss some issues with the changes being made. The committee admitted that once these changes were submitted, the changes should be approved. NOTE this was approved in November when the changes were submitted to the chair for review and met with the committee's suggestions.
- VII. Continued Business: Discussion of SACS-COC General Education Changes and impact on university wide assessment. Lessons from the Assessment Institute. The chair briefly went over some of these issues and mentioned that the GEDRC will discuss this in spring 2020.
- VIII. Continued Business: Revision of Associate degree (AA, AS) assessment requirements and review of existing programs. The chair solicited volunteers and

when the numbers stepped forward, the committee was established as a 4-person sub-committee of APAC. In spring 2020, the subcommittee will begin laying out the groundwork for new guidelines for AA/AS degrees.

- IX. Continued Business: Suggestions for recognizing and rewarding well-done assessment at Florida Tech. This will be continued until the January 2020 meeting.
- X. Next Meetings: 11/13 and 12/13 (Friday Xmas lunch-meeting, ?)
- XI. Action Items
We will discuss the reporting cycle and the January reporting deadline based on the completion of WEAVE transfer at the December meeting. Likely the date will be pushed back from 15 January.