

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

October 14, 2020, 12:00 p.m.-1:00 p.m.

Zoom Meeting <https://fit.zoom.us/j/93134663306>

Attendance: Matthew Ruane (Chair), Munevver Subasi, Csaba Palotai, Mark Archambault, Chris Sonnenberg, Tolga Turgut, CJ Colley, Vanessa Edkins, Bill Rankin, Amitabh Dutta, Chelsea Stripling, Lisa Perdigao

Absent: [Bill Shoaff](#)

- I. Approval of 16 September 2020 meeting minutes. *(Approved)*.
- II. Old Business: Remember the deadline for Summer, and online Summer 1 & 2 data was **15 September 2020**. The deadline to complete annual analysis questions was 15 September. *Committee was reminded of deadline and to inform their ACs that any outstanding AQ must be answered as soon as possible.*
- III. New Business: ABA Certificates (Behavior Analyst Certificate, Assistant Behavior Analyst Certificate). *(Approved)*.
- IV. New Business: Flight Test Engineering MS assessment change *(Approved)*.
- V. New Business: Flight Test Engineering Graduate Certificate *(Approved)*.
- VI. New Business: BS Humanities of Science and Technology *(Approved)*.
- VII. New Business: Oceanography MS *The committee noted that it needs rubrics to be attached in WEAVE, but conditionally approved based on existing material and previous rubrics submitted. (Approved)*.
- VIII. New Business: Biomedical Engineering BS, MS, PhD: *There was some significant discussion by the committee about targets and numbers to be used for meeting the target. However, the committee agreed to approve based on changes suggested to clarify targets for BS & PhD degrees. (Approved)*.
- IX. New Business: Aerospace Engineering BS, MS, PhD *There was some significant discussion by the committee about targets and numbers to be used for meeting the target similar to the Biomedical Engineering discussion noted above.. However, the committee again agreed to approve based on changes suggested to clarify targets for BS & PhD degrees. (Approved)*.
- X. New Business: Comments on APAC Polices & Procedures: *There was some discussion about data polices to be added to clarify the P& P document based*

*on previous decisions made by the committee. Clarification was suggested and the Chair agreed to incorporate those changes into the final document.*

- XI. Old Business: Existing assessment needing updates, including removal of indirect measures. Updates on assessment reviews by college. This needs to be approved by APAC before the end of Fall 2020. Deadline: 2 November to be approved by the November APAC meeting. *Committee was reminded of deadline and to inform their ACs that any outstanding assessment changes must be completed by the November meeting.*
  
- XII. Old Business: Certificate Programs needing assessment. In reviewing the new WEAVE, there are a number of certificate programs I could find no existing assessment for. They are:  
  
Data Science Graduate Certificate; Energy System Graduate Certificate; Flight Test Engineering Certificate; Marketing Communication Graduate Certificate.
  
- XIII. Next Meetings:  
November 18 (this has had to be moved from the 11<sup>th</sup> due to Veteran's Day holiday) and Dec 2. All will be held from noon to 1pm, via ZOOM.
  
- XIV. Action Items: *There were no action items.*