

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

November 18, 2020, 12:00 p.m.-1:00 p.m.

Zoom Meeting <https://fit.zoom.us/j/98573748745>

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, Bill Shoaff

- I. Approval of 14 October 2020 meeting minutes. *The chair announced a delay and that the minutes would be available for the December meeting to be approved.*
  
- II. 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: 4 December to be approved by the December APAC meeting. *Committee members asked for an extension for a few degree programs, especially where there was changes in ACs or Department/Program Chairs. The Chair agreed to extend the deadline to 4 December as noted above. Any remaining and outstanding items will be submitted to the Provost as still outstanding in January. Committee was reminded of deadline and to inform their ACs that **any outstanding assessment changes must be completed by the December meeting.***
  
- III. New Business: PSS Program changes for Planetary Science BS, Physics BS, Premedical Physics BS, Physics MS, Space Sciences MS, Physics PhD, Space Sciences PhD (See attached PSS Program Changes2.) (Approved).  
**Assigned to: Amitabh Dutta, Chelsea Stripling, Chris Sonnenberg**
  
- IV. New Business: CoB replacement of indirect measures for online BA programs. (See attached BA Direct Measures replacements). *The committee recommended that group projects be changed to individual measurements since it was difficult to measure student contributions to a project versus some sort of individual contribution which could be measured. Dr. Subasi suggested that if the changes were made, this could be submitted. The committee agreed. (Approved).*  
**Assigned to: Mine Subasi, Mark Archambault, Lisa Perdigao**
  
- V. New Business: Biomedical Science BS, Biochemistry BS, Genomics & Molecular Genetics BS, Biotechnology MS, Cell & Molecular Biology MS (See attached.) *Again, the committee had a long discussion on measures and how they were set forth by these programs. However, the committee came to a consensus and these programs were approved. (Approved).*  
**Assigned to: Tolga Turgut, Csaba Palotai, Vanessa Edkins**

- VI. New Business: Ocean Engineering BS, MS, PhD (*Tabled until sample rubrics are provided to the committee*).  
Assigned to: Bill Shoaff, Bill Rankin, Csaba Palotai
- VII. New Business: Biology PhD, Conservation Tech MS, Ecology MS, Marine Conservation BS & Marine Biology BS, MS (*Tabled until sample rubrics are provided to the committee*).  
Assigned to: Tolga Turgut, Mark Archambault, Lisa Perdigao, Bill Rankin
- VIII. New Business: Mechanical Engineering BS, MS, PhD (*Approved*).  
Assigned to: Mine Subasi, Amitabh Dutta, Chris Sonnenberg
- IX. New Business: Computer Engineering & Electrical Engineering, all programs (*Tabled until sample rubrics are provided to the committee*).  
Assigned to: Mine Subasi, Mark Archambault, Bill Rankin, Lisa Perdigao
- X. New Business: Civil Engineering, all programs; Construction Management BS, Engineering Management MS (*Approved*).  
Assigned to: Amitabh Dutta, Vanessa Edkins, Bill Shoaff, Chelsea Stripling
- XI. New Business: Chemistry, all programs: *There was some discussion about what some of the outcomes meant. Dr. Palotai said he would ask for the clarifications from the Chemistry program. Based on these clarifications, the committee voted to conditionally approve these assessment changes. (Approved)*.  
Assigned to: Tolga Turgut, Chris Sonnenberg, Vanessa Edkins
- XII. FYI: There are ongoing administrative changes to the assessment in OCN, MET BS, ENS BS that will be presented to APAC in December for approval.

Also the B.S. Chemical Engineering program and the Systems Engineering program (M.S., Ph.D.) are bumping their targets upward, but not making any other changes. *APAC decided that such changes are FYI only and do not need approval. Committee was informed and there was no additional discussion.*

- XIII. 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 still are:

Data Science Graduate Certificate; Energy System Graduate Certificate

*Marketing Communication Graduate Certificate. This was previously approved by APAC but never entered into WEAVE. The chair noted that the material had been approved in 2018-2019 but after speaking with Dr. Edwards, that this*

*would be updated and put into WEAVE for the 2020-2021 cycle.*

XIV. Next Meetings:

Dec 2. All will be held from noon to 1pm, via ZOOM. *The chair announced, that due to the short turn around time between this meeting and the scheduled 2 Dec meeting, and given that there was a Thanksgiving Break in between, the next meeting would be moved to **9 December**. The committee agreed with the change.*

Spring 2021 meeting times to be discussed.

XV. Action Items: There were no action items.