

**Academic Assessment Committee Meeting**  
**Meeting Minutes**  
**3:05 p.m., Monday, February 3, 2020**  
**Dean's Conference Room, SEST – Copernicus Hall**

**Present:** Anton, M., Baratta, C., Broadus-Garcia, C., Jarrett, J., Kaczmarek, M., Kirby, Y., Kruy, M., Lee, C., Mulrooney, J., Nunn, M., Thomas, C.

**Absent:** Ciotta, C., Clapp, S.

**Meeting Called to Order at 3:06 p.m.**

**I. Announcements**

Two AAC members will be going to the AAC&U 2020 General Education, Pedagogy, and Assessment conference.

**II. Assessment Coordinator updates – M. Kaczmarek**

Coordinator will be reaching out to departments that still need to submit reports. Some student artifacts have been submitted. Progress on using Aqua is being made.

**III. Approval of Minutes**

- 11/4/2019  
Minutes were unanimously approved.
- 11/18/2019  
Minutes were approved with suggested edits made.

**IV. Review of Assessment Reports**

- ***Transition Specialist OCP***  
Committee members discussed the program report and made suggestions for feedback to the department.
- ***Mathematics BA/BS***  
Committee members discussed the program report and made suggestions for feedback to the department.
- ***Mathematics MA***  
The movement was unanimously approved to table the review of this report until after the Co-Chairs of the Academic Assessment Committee have met with the program report preparer and/or department representatives.

**V. Assignment of Next Reports for Review**

- Mathematics MA
- Computer Technology
- Physics

The next meeting of the Academic Assessment Committee will occur on Monday, March 2, 2020. Any changes to the meeting agenda will be announced via email.

**Meeting was adjourned at 4:01 p.m.**

Respectfully submitted,  
Martha Kruey, Secretary