

UF Office of Accreditation, Assessment, and Curriculum (OAAC) Glossary

Acronyms, Common Terms, and Shortened Names at UF

AAC: Academic Assessment Committee: This committee reviews Academic Assessment Plans and its components for program-level assessment, including program-level Student Learning Outcomes

- <https://fora.aa.ufl.edu/University/JointCommittees/Academic-Assessment-Committee>

AAP: Academic Assessment Plan: Each academic program has a formal written plan that is approved by the Academic Assessment Committee to show how the program will measure its outcomes annually. The AAP consists of

- Program Goals
- New or updated Student Learning Outcomes (SLOs)
- New or updated information about assessing the SLOs in the academic program, including methodology or frequency of assessing each one (Assessment Cycle)
- Any instrument designed or identified for the purpose of assessing learning, such as rubrics, scoring guides, or grade forms.
- Curriculum Map or Milestone Tracking (See definitions)
- Oversight Information for the Program

Academic Assessment Reports: Assessment Results of the Academic Assessment Plan, submitted annually for each academic program by a college assessment liaison (administrator). This includes the following:

- Program Goals
- Student Learning Outcomes
- Use of results for program modification and/or improvement
- Must separate data results into traditional/hybrid and fully online
- Write up a short narrative about what you learned from the data and what you'll change for next time.

Academic Program: Any UF credential-granting program which offers a credential on a transcript (e.g., B.A. in Anthropology); includes undergraduate, graduate, and professional levels. This includes certificates at all levels.

ALC: Academic Learning Compact: Academic Learning Compacts (ALCs) identify the skills students should acquire if they follow their major's prescribed course of study. This is a short paragraph that is published in the undergraduate catalog and it explains

what the student should expect by being a student in the academic program. When the ALC is published in the undergraduate catalog, it is paired with other components of the Academic Assessment Plan for transparency to students (e.g., Student Learning Outcomes, curriculum map).

AAT or Approval System: Academic Approval Tracking System: The Academic Approval Tracking system is a tool for tracking the submission, peer and administrative review and approval status of all requests related to courses, curriculum, academic programs, administrative units and policies that need university-level approval.

- <https://approval.ufl.edu/>

Accreditation and Assessment Liaison: A representative of the college/school who is responsible for submitting the annual Academic Assessment reports and providing other evidence to support university accreditation.

CIP Code: Classification of Instructional Programs (CIP) codes are six-digit numbers used by the U.S. Department of Education to identify and track academic fields of study.

Continuous Improvement: The goal of assessment, at both the course- and program-level, is to use the data gathered from course(s) for improvement for next time.

Course Assessment: the process by which an instructor evaluates whether students in a specific course have achieved the course's student learning outcomes or other course objectives. Faculty use evidence from assignments, exams, projects, presentations, and other assessments to determine the extent of student learning and to grade the student in the course. The syllabus should clearly explain to the student how their grade will be determined in the course with clear course assessment information.

CTE: UF Center for Teaching Excellence: provides opportunities for faculty to participate in professional development around curriculum and assessment topics and many other aspects of teaching. <https://teach.ufl.edu/>

Curriculum Map: A visual chart, typically for undergraduate programs, illustrating the courses in which Student Learning Outcomes are introduced, reinforced, and assessed and aligning them to the specific SLO. This is a component of an Academic Assessment Plan.

Degree Program: An organized curriculum leading to a degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by assignment of a single CIP code. Each degree program shall include at

least one program major but may have multiple majors. All degree programs (and degree program majors) must have associated Student Learning Outcome

Gen Ed or GE: General Education: A 36-credit undergraduate requirement consisting of 15 credits of State Core General Education coursework and 21 credits of UF General Education coursework. General Education courses provide students with a broad foundation across the humanities, mathematics, natural sciences, social and behavioral sciences, and composition, and must meet established General Education requirements, including approved student learning outcomes, syllabus policies, and academic standards.

- <https://curriculum.aa.ufl.edu/general-education/>
- Note that General Education has specific syllabus requirements (see <https://curriculum.aa.ufl.edu/general-education/gen-ed-syllabus-policy/>) .

GEC: General Education Committee: reviews courses seeking, changing, or removing General Education or University Writing designations.

- Committee website: <https://fora.aa.ufl.edu/University/JointCommittees/General-Education-Committee>

GCC: Graduate Curriculum Committee: reviews graduate academic program curricula and evaluates requests for new graduate courses. GCC also oversees curricular revisions to existing graduate programs and courses previously approved by the Graduate School and the graduate faculty, ensuring all graduate program content and course offerings continue to meet academic standards, are aligned with the Graduate School's guidelines, and have been reviewed with proper consult and approved via appropriate channels.

- <https://fora.aa.ufl.edu/University/JointCommittees/Graduate-Curriculum-Committee>

OAAC: The Office of Accreditation, Assessment, and Curriculum under the Office of the Provost. OAAC provides staff support for joint committees related to curriculum and assessment and works with Assessment and Accreditation Liaisons across campus. OAAC's team provides administrative leadership on these topics and is happy to help UF colleagues.

- <https://aa.ufl.edu/about-the-office/provosts-office-staff-areas-of-responsibility/oaac/>

Milestone Tracking: the assessment documentation of how an academic program, typically at the graduate or professional level, tracks how students meet the various

Student Learning Outcomes at the program level. It could be a timeline against milestones (e.g., passing qualifying exams, defending a thesis or dissertation) aligned with the program-level SLOs, or it might collect ratings of direct observation of the student demonstrating their mastery of the SLO. This is in contrast to undergraduate programs, which typically use a curriculum map to align program-level SLOs with specific courses in a visual table to document their plan. This is a component of an Academic Assessment Plan.

PCC: Professional Curriculum Committee: considers all requests for changes in professional curricula and for the addition of new professional courses and degrees in any of the colleges, divisions, and schools of the University, except the Graduate School.

- <https://fora.aa.ufl.edu/University/JointCommittees/Professional-Curriculum-Committee>

PG: Program Goal: a broad internal goal for a program that does not address learning; outcomes of program goals are reported in the program's annual assessment data report. Unlike SLOs, Program Goals can be changed at any time without approval or review by a UF Joint Committee. This is a component of an Academic Assessment Plan.

Program-Level Assessment or Institutional Assessment:

Program-level assessment is the process by which faculty evaluate whether students graduating from an academic program have achieved the program's student learning outcomes. Evidence is collected from key courses and other assessment points across the curriculum, analyzed collectively by program faculty, and used to evaluate the effectiveness of the curriculum. The primary purpose is continuous improvement of the academic program and assurance that graduates have attained the knowledge, skills, and competencies expected of the degree or certificate program.

SACS Report: What Academic Assessment reports were originally called, due to a false assumption that they were only for submission to UF's accreditor known formerly as SACS. This term is no longer relevant as we are changing accreditors to the Higher Learning Commission and updating our processes. However, many people still use this term (and shouldn't).

SLO: Student Learning Outcome: SLOs are statements of what students should know and be able to do at the conclusion of their learning experience. Outcomes should describe observable, measurable behaviors using active verbs. At the course level, SLOs are decided by the instructor and should align with the approved SLOs at the program level. At the program level, SLOs must fall into one of the three categories below and are approved

by the Academic Assessment Committee. This is a component of an Academic Assessment Plan.

At UF, SLOs are expected to fit into one of the below categories at UF:

	Undergraduate level	Graduate/Professional Level
SLO Category	Content (Knowledge)	Knowledge
SLO Category	Critical Thinking	Skills
SLO Category	Communication	Professional Behavior

Syllabus Policy: All course syllabi must be posted in Simple Syllabus and include specific items.

- <https://syllabus.ufl.edu/>

UCC: University Curriculum Committee. This committee reviews curriculum and course requests at the undergraduate level and is notified of decisions from the PCC and the GCC for a holistic look at the entire UF curriculum.

- <https://fora.aa.ufl.edu/University/JointCommittees/University-Curriculum-Committee>

UF Joint Committees: Service on University committees reporting to the Faculty Senate is the primary means of direct participation in shared governance by faculty. A joint committee means that half of the voting members are faculty appointed by the Faculty Senate and the other half are faculty appointed by the Provost/President. OAAC supports the administration of five UF joint committees:

- University Curriculum Committee (UCC)
- Professional Curriculum Committee (PCC)
- Graduate Curriculum Committee (GCC)
- Academic Assessment Committee (AAC)
- General Education Committee (GEC)

UF Joint Committee Member Definitions:

- **Member – Provost:** Voting members of the committee appointed by the President or the President’s designee from the majority of baccalaureate degree-granting colleges within the University.
- **Member – Senate:** Voting members of the committee appointed by the Senate from the faculty at large.
- **Liaison:** Non-voting members of the committee appointed by the Chair to provide subject matter expertise.
- **Student:** Non-voting members of the committee appointed by Student Government.