

Assessment Input Group
Monday, February 20, 2023
3:30 pm to 5:00 pm

Meeting Notes

Present	Not Present	Guests
Ms. Molly Albart Dr. Austin Allen Ms. Shanna Banda Dr. Candice Calhoun-Butts Dr. Ann Cavallo Dr. Andrew Clark Dr. Sergio Espinosa Dr. James Grover Andy Herzog Dr. Joe Jackson Dr. Jorge Jaramillo Dr. Cynthia Koomey Dr. Mick Lewis Dr. Doris Navarro Dr. Lynn Peterson Ms. Liz Richter Dr. Amber Smallwood Nicholas Viator Ms. Barbara Ward Dr. Diane Waryas Hughey Dr. Debra Woody	Dr. Pranesh Aswath Dr. Jeanean Boyd Dr. Dan Cavanagh Ms. Rebekah Chojnacki Dr. Muhammad Qadeer Haider Dr. Timothy Henry Mr. Greg Hladik Dr. Rebecca Lewis Dr. Laura Mydlarz Dr. Les Riding-in Ms. Sarah Sarraj Dr. Toni Sol	Ms. Arnita Williams

Call to Order	Meeting called to order at 3:33 pm by Dr. Diane Waryas Hughey
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Agenda Item	Comments	Recommendations/ Actions/Follow-up
Welcome	<ul style="list-style-type: none"> • Dr. Diane Waryas Hughey welcomed and thanked everyone for joining the meeting. • Dr. Waryas Hughey gave an update on the 5th Year Interim Report Due March 2023. She reported that it is getting close to the due date, and we are wrapping up the writing and the reviews. She thanked the AIG for their help and support. • Dr. Waryas Hughey announced that IER has a new Assistant Director, Dr. Muhammad Qadeer Haider. He is out sick today and will be introduced at the next AIG meeting. Dr. Haider will be working primarily with core assessment and has a great background working with statistics. 	
Assessment Updates	Dr. Diane Waryas Hughey provided Assessment Updates. UEP	

	<ul style="list-style-type: none"> • Dr. Waryas Hughey announced that after the 5th Year Interim Report effort is complete in March, the group would start receiving emails regarding the UEP. Coffee break sessions would be scheduled in preparation for the next round of result submissions and plan submissions. • Dr. Waryas Hughey asked that any new contact information be forwarded to herself or Barbara Ward. She reported that the results portal is now accessible for data entry. 	
Course Evaluations and Surveys	<p>Dr. Doris Navarro provided survey updates.</p> <p>Student Feedback Survey (SFS)</p> <ul style="list-style-type: none"> • The administration of the SFS for spring 2023 began January 23rd for dynamic dated classes. • The administration for the regular courses begins April 6th. • Dr. Navarro asked the AIG to please encourage faculty to let their students know of the importance of participating in the surveys. • Dr. Navarro shared that the automation process from SmartEvals to Digital Measures has been completed. Dr. Navarro also shared that the contract with SmartEvals will expire in May. A committee will preside over the bidding process for the new SFS software. <p>Undergraduate Exit Survey & Graduate Exit Survey</p> <ul style="list-style-type: none"> • Dr. Navarro shared that the Undergraduate Exit Survey and the Graduate Exit Survey were deployed on April 10th and closed on January 2nd. • Dr. Navarro shared the response rates for the Undergraduate Exit Survey declined. The overall response rate for the Undergraduate Exit Survey was 40%, which was lower in comparison to fall 2021, which was 62%. However, the completion rate was higher, which was 90%. • The overall response rate for the graduate exit Survey is 49%, which was lower than the summer, which was 64%. • Dr. Navarro is reaching out to every college, school and division asking for support in encouraging students to participate. She also reported that there will be an incentive for students participating in the survey. • Ten \$100 Amazon gift cards will be awarded in the Spring and Fall. Five \$100 Amazon gift cards will be awarded in the Summer. 	
Questions / Additional Discussions	<ul style="list-style-type: none"> • Dr. Waryas Hughey thanked the AIG for their time and feedback. 	
Adjourn	Meeting adjourned at 4:15 p.m. by Dr. Waryas Hughey	