

Assessment Input Group
Monday, February 21, 2022
3:30 pm to 5:00 pm

Meeting Notes

Present	Not Present	Guests
Molly Albart Dr. Jeanean Boyd Dr. Candice Calhoun-Butts Dr. Ann Cavallo Dr. Rebekah Chojnacki Dr. Andrew Clark Dr. Joe Jackson Dr. Jorge Jaramillo Dr. Douglas Klahr Dr. Cynthia Koomey Dr. Rebecca Lewis Dr. Roger Meiners Dr. Vicky Morris-Dueer Dr. Doris Navarro Dr. Lynn Peterson Dr. Toni Sol Barbara Ward Dr. Diane Waryas Hughey Dr. Debra Woody	Dr. Pranesh Aswath Shanna Banda Dr. Dan Cavanagh Dr. Sergio Espinosa Dr. James Grover Katie Hageman Dr. Timothy Henry Greg Hladik Dr. Laura Mydlarz Liz Richter Dr. Les Riding-in Sarah Sarraj Dr. Amber Smallwood	Arnita Williams

Call to Order	Meeting called to order at 3:32 pm by Dr. Rebecca Lewis
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Agenda Item	Comments	Recommendations/ Actions/Follow-up
Welcome	<ul style="list-style-type: none"> • Dr. Lewis welcomed and thanked everyone for joining the meeting. • Dr. Lewis provided an update on the SACSCOC 5th Year Interim Report. The report is due March 15, 2023. The Office of Institutional Effectiveness and Reporting will start making assignments and coordinate the collection of the narratives. There are a couple of standards related to assessment; 1. Student learning outcomes 2. Student achievement. • Dr. Lewis recognized Dr. Diane Waryas Hughey’s leadership along with Barbara Ward. They have been working hard to make sure the UEP reports are being collected and that the reports are high quality. In some cases, they have made heroic efforts to get this work done and they are doing this in hopes of contributing to our culture of assessment at the institution. They are also making sure we’re in compliance with this standard. • Dr. Lewis discussed briefly SACSCOC expectations of colleges and universities regarding accreditation. <ul style="list-style-type: none"> ○ SACSCOC look for whether you have an established policy and are you following that policy procedure or process. ○ SACSCOC looks for evidence that you are following the policy, procedure, or process. 	

	<ul style="list-style-type: none"> ○ SACSCOC is an institutional accreditor that looks at our institutional operation collectively. ● Dr. Lewis informed the AIG that as we start writing up our narratives to support our case for compliance, some or many of the AIG members may be involved. ● Dr. Lewis then turned the meeting over to Ms. Ward. 	
IER Website	<p>Ms. Ward provided updates on the IER website.</p> <ul style="list-style-type: none"> ● Ms. Ward provided an overview of IER's website migration to Sitecore. IER began the website migration to Sitecore at the end of October 2021. The website is completely done and all documentation on the website is ADA compliant. The site should launch by the middle of March. ● Ms. Ward asked the AIG to alert her or Dr. Waryas Hughey if there are any errors or any requested changes. 	
Assessment Updates	<p>Dr. Waryas Hughey provided UEP Assessment updates.</p> <ul style="list-style-type: none"> ● Dr. Waryas Hughey thanked everyone for their hard work and helping IER to work through and navigate through the rising expectations related to the UEP. ● IER is working with units that still have UEP work that is not finalized. IER would appreciate AIG's support in finalizing UEP reports. ● The UEP deadline change for academic reports and plans is now going to be in July. ● Dr. Waryas Hughey shared the current UEP calendar with the AIG and directed the group to the IER website where you can view the calendar and dates by academic year. She also pointed out the templates for the 2023 academic year will be ready in April. ● Dr. Waryas Hughey and Ms. Ward are always available to answer questions about UEP assessment in general or to deliver custom workshops. 	
Course Evaluations and Surveys	<p>Dr. Doris Navarro provided Survey updates.</p> <p>QuestionPro Users Group</p> <ul style="list-style-type: none"> ● Last November our account manager and one of the QuestionPro developers joined our meeting and we had a Q&A session. We are planning on having more Q&A session in the future. ● During our January meeting we decided to move the meetings to a quarterly basis instead of every other month. The next meeting will be April 19th. <p>NSSE Spring 2022</p> <ul style="list-style-type: none"> ● We are deploying NSSE this spring. The initial invitation for NSSE will go out on March 7th and it will be followed by 4 weekly reminders. The survey will close on May 15th. ● NSSE targets freshman and senior students. As an incentive to students completing the survey, they will be entered in a drawing for one of 20 Amazon gift cards worth \$100 each. 	

- Aside from all the logistics involved in deploying this survey, we have also created a marketing campaign at UTA. An email was sent to some AIG members for your support in promoting this survey at your colleges. We also have created a banner on MyMav, and we will post links for this survey in canvas.

BCSSE 2022

- BCSSE will be deployed in Fall 2022. This is an initiative from the Division of Student Success (DSS) and IER. BCSSE will target first time college students starting in fall and the goal is to identify students who are at risk so we can intervene and improve their retention.
- DSS had a discussion with The University of South Florida (USF). USF has been very successful in increasing their retention rate by over 40 points by using BCSSE data. We are in the process of understanding how BCSSE data can be used in our retention efforts. Student will take the BCSSE survey during the first few days of their UNIV course.

Student Feedback Survey (SFS)

- The administration for Spring 2022 SFS started January 31st, and dynamic courses are being administered throughout the semester. SFS for the regular courses will start on April 17th, and the survey window will close on May 3rd. There has been a decline in response rates for both regular and dynamic courses, so please encourage your faculty to let students know about the importance of participating in these surveys.
- OIT has approved our request for the migration of the data from SmartEvals to Digital Measures. IER is currently conducting a data audit of all evaluations in SmartEvals to make sure all the data is ready.

Dropped Course Survey

- The Dropped Course Survey is being deployed three times during Fall and Spring semesters.
 - Around census date (February 18th)
 - Middle of term (April 1st)
 - End of term (May 16th)
- Dr. Aaron Brown will be meeting with members of the Provost's Office on March 3rd to discuss the dissemination of results for this survey.

Undergraduate Exit Survey

- For Fall 2021, we had a 62% response rate, which is 2 points higher than for Fall 2020, and we had 84% completion rate, which was much higher than Fall 2020, which was 63%.
- The increase in completion rate can be attributed to promoting this survey at university and college levels, but also, we have been asking students to complete this survey in one sitting and we are also posting the links to the survey in Canvas. Reminders are being sent using the graduation team in Enrollment Management email address.
- The link to the results reports for Fall 2021 were sent to the deans of the colleges. Results reports from previous terms are available in SharePoint.

	<ul style="list-style-type: none"> The deployment for Spring 2022 will start March 3rd, and it will close on May 31st, so please encourage your students to participate. <p>Graduate Exit Survey – Dr. Joe Jackson/Dr. Rebecca Lewis</p> <ul style="list-style-type: none"> The Graduate Exit Survey has been in the Graduate Assembly subcommittee for several months, and they have recommended a survey based on a California institution’s instrument. The graduate assembly did approve the use of the survey instrument to administer to master’s level students. The motion that they voted on was that this instrument could be modified as needed through time. It does need a couple of edits and we need to add the programs so that students can indicate their program. Dr. Navarro has created the survey in QuestionPro. The survey will be routed to the AIG to review and make recommendations for modification. It will then be determined if the modifications can be incorporated. The draft survey instrument will be routed to administration for approval. The Graduate Exit Survey will be administered the same way we administer the Undergraduate Exit Survey. It would be made a part of the graduation process. 	
<p>Questions / Additional Discussions</p>	<ul style="list-style-type: none"> Dr. Lynn Peterson asked if the survey would be administered to Spring 2022 graduates. Dr. Deborah Woody asked how much college specific information we would be able to add to the survey. Dr. Lewis stated that it is very important that two things happen: <ul style="list-style-type: none"> The survey not become too lengthy. That there is a common base to the survey questions, and that we manage to be able to make from the survey results, broad characterizations as well as specific characterizations of our master’s students and their programs. Dr. Lewis thanked the AIG for their time and participation. 	<p>Dr. Lewis stated most likely it would be Fall 2022.</p>
<p>Adjourn</p>	<p>Meeting was adjourned at 4:15 p.m. by Dr. Lewis</p>	<p>Recommendations/ Actions/Follow-up</p>