

Assessment Input Group
 Wednesday, March 3, 2021
 9:30 am to 11:00 am

Meeting Notes

Present	Not Present	Guests
Candice Calhoun-Butts Greg Hladik Dr. Joe Jackson Dr. Douglas Klahr Dr. Rebecca Lewis Dr. Roger Meiners Dr. Doris Navarro Dr. Lynn Peterson Dr. Les Riding-in Heather Scalf Dr. Amber Smallwood Dr. Toni Sol Barbara Ward Dr. Diane Waryas Hughey Dr. Debra Woody	Molly Albart Dr. Pranesh Aswath Dr. Jeanean Boyd Shanna Banda Dr. Ann Cavallo Dr. Dan Cavanagh Dr. Sergio Espinosa Dr. James Grover Katie Hageman Dr. Timothy Henry Dr. Fernando Jaramillo Dr. Diane Lange Dr. Maria Martinez-Cosio Dr. Laura Mydlarz Sarah Sarraj	Arnita Williams

Call to Order: Meeting called to order at 9:32 am by Dr. Rebecca Lewis

Agenda Item	Comments	Recommendations/ Actions/Follow-up
Welcome	<ul style="list-style-type: none"> Dr. Rebecca Lewis welcomed and thanked everyone for joining the meeting. She then turned the meeting over to Dr. Diane Waryas Hughey. 	

<p>Assessment Updates</p>	<p>UEP Biennial End User Survey</p> <ul style="list-style-type: none"> • Dr. Waryas Hughey stated IER started doing an end user survey for the UEP just to get some feedback. The purpose of the survey is to get some sense of how things are working; what we can do to support you better and to help us as we move forward. • We will be doing the survey again in late spring. The survey will be in QuestionPro. Request that everyone participate in the survey. <p>UEP Calendar</p> <ul style="list-style-type: none"> • Dr. Waryas Hughey shared the UEP schedule. The schedule is going to be the same as it has been the past two years where the first working day of June is when Academic plans for the next year and reports for the prior year will be due and then the Administrative plans will be due in September. • The UEP calendar is posted on the IER website under Program Assessment. The annual UEP cycle due dates are listed for the time span 	
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2019 to 2022. Dr. Waryas Hughey asked that the AIG group communicate these dates to their team members. She also stated that if any units need more time to use summer academic data, to let the IER team know and an adjustment can be made.

- Dr. Waryas Hughey also wanted to remind the AIG group that the due dates listed are dates for the plans and reports to be submitted to IER. We are assuming you're rotating that up through levels of review and approval within your own respective areas and so you want to account for that time in here as well and set your deadlines as needed.
- Dr. Waryas Hughey stated a reminder will be sent regarding plans. If outcomes that you are measuring on your plans have been the same for the past three or more years, and you have been achieving those outcomes, please remember you are going to need to change those. If there is anything you are still working on or if there is anything you have not fully achieved, then it is okay to keep those because you are still working on improvement in those areas.
- Dr. Waryas Hughey thanked everyone for their support of the UEP and thanked Barbara Ward for her hard work in conducting one-on-one consults and small group consults. She stated that IER has been working hard trying to do all the individual support and reach everybody.

Excellence in Assessment Designee

- Dr. Rebecca Lewis stated the university was awarded the Excellence in Assessment designation in the fall. As part of the ceremony we had a brief video that University Communications prepared. The video featuring our president and provost was shown to the AIG.

Assessment Awards

- Dr. Waryas Hughey stated in terms of our annual assessment awards, IER will be sending out the nomination forms for the outstanding practitioner after Spring Break, late March. The awards will be for faculty and staff again.
- The process will be the same. We are hoping this year we may be able to do an online and stream version of the awards.
- She also thanked Dr. Aswath and Dr. Lim for their support especially around EIA and putting the video together. It was great to be able to lead that project and lead it to success.

<p>Course Evaluations and Surveys</p>	<p>Dr. Doris Navarro provided Survey updates.</p> <p>QuestionPro Users Group</p> <ul style="list-style-type: none"> • The first meeting of the QuestionPro Users Group was held January 19, 2021. There were 19 users from the Division of Student Success, Division of Student Affairs, and most colleges. The goal of the user group is to identify issues for users of the software. • The next meeting is Tuesday, March 9, 2021, and hopefully we are going to be able to address issues in a timely manner to lower any frustrations 	
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that we may have experienced with the software during this past year.

Student Feedback Survey (SFS)

- The administration for spring 2021 began January 15, 2021. Dynamic and Regular class surveys are being administered throughout the semester. The Regular 16-week course SFS will be deployed by April 18, 2021, and the surveys will close on May 4, 2021.
- Dr. Navarro reported that we had a tentative manual upload of SFS data into digital measures; however, we ran into some roadblocks that we are addressing.
- The plan is to try again and our goal is to get this information into Digital Measures as soon as possible. Hopefully in the near future the process will be an automatic migration.
- The Drop Course Survey was deployed during the semester fall 2020. Previously the survey was deployed at the end of every semester, but last fall we piloted deploying the survey twice, once after census date and again at the end of the semester. Administering the survey through SmartEvals caused some confusion among our faculty, so we will move this survey into QuestionPro.

NSSE Pulse

- NSSE Pulse was deployed last October to freshmen and senior students. The goal was to gather their university experience during the pandemic. We invited 20,084 students to participate and 5,265 completed it (26% response rate).
- Dr. Navarro sent the UTA and nationwide results of this survey to AIG members. She uploaded all the information regarding NSSE and the Undergraduate Exit Survey into SharePoint so all the latest and historical data on both surveys are available. Dr. Navarro asked that the AIG share this information with chairs and faculty.

Undergraduate Exit Survey

- Dr. Navarro updated the Undergraduate Exit Survey based on recommendations from our previous meetings, and this survey is going to be deployed in March 2021.

Survey Data Review Team – Ms. Molly Albart

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| | <ul style="list-style-type: none">• Dr. Navarro provided a brief update on behalf of Molly Albart who was not able to attend the meeting.• The purpose of the team is to identify overlaps and gaps and timing in current deployed surveys across campus. The team also discussed how the survey data is being accessed and where the results are being stored.• The team confirmed what was already suspected, that numerous surveys are deployed to students. The team discussed whether survey fatigue may have a negative impact on response rates.• A next step for the team is to develop a campaign to share some of the actions based on survey data and insights obtained from survey data with | |
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our students. Ms. Albart is currently discussing with University Communications to find out the best way to write a press release or article about all the ways we gather information from students and how we can respond to their concerns.

- Ms. Candice Calhoun-Butts stated her college has encountered the issue of low participation rates and agrees that there is survey fatigue with our students. She shared that her college started doing surveys based on call campaigns using a platform called PureCloud. With PureCloud students can take surveys and they are just pressing button one or two depending on the question and the response rate went from about 29% to 86% just within a couple of weeks doing the call campaign.

Graduate Exit Survey – Dr. Raymond “Joe” Jackson/Dr. Rebecca Lewis

- Dr. Jackson reported that the Graduate Assembly has begun discussing, in some detail, a graduate exit survey aimed at master’s-level students. He conducted an internet search of exit surveys to try to provide the subcommittee with concrete examples of exit surveys that have been deployed around the nation so that they would have a place to start conversations.
- The subcommittee was most interested in the survey presently used by UCLA. The subcommittee basically reviewed that survey and discussed the content of it and its structure. The subcommittee reported back to the Graduate Assembly indicating they would continue these discussions and try to solicit feedback on this particular survey from departments across campus. They would use this feedback to help develop a survey that would be viable for use at UTA.

Alumni Survey – Dr. Rebecca Lewis

- Dr. Lewis reported that a subgroup did meet regarding the Alumni Survey and there is a need and a desire for an alumni survey. However, the discussion was very complicated and very complex. There are a lot of things to consider.
- Development and Alumni Relations had some good insights regarding the survey. Dr. Salma Adem suggested that a smaller group comprised of alumni relations, university analytics, and IER meet to discuss a tighter focus for next steps. This smaller group met and determined that we look a little more closely at what the colleges need. Specifically, those that

have program-level accreditation to see that their needs are to get a better handle on whether this survey should be deployed at a larger level or maybe like at a college-level.

- The next step is to talk to those who coordinate the program level accreditations and to better determine their needs in terms of timing and content. The group will be reaching out to those who coordinate the accreditation and schedule a meeting.
- Development and Alumni Relations has reached out to the College of Nursing because they have an accreditation coming up to see how they can help. This will be used as a pilot, to see on the college-level, of what needs to happen, what support they need, and so forth. There is much

	<p>work but some small progress is being made.</p> <ul style="list-style-type: none"> • Dr. Douglas Klahr reiterated that there is survey fatigue and to be very tactical with this survey project. • Dr. Lewis agreed and stated this was discussed within the group and Development and Alumni Relations have the best insight into that and will be steering this more than anyone else. 	
Questions / Additional Discussions	<ul style="list-style-type: none"> • Dr. Douglas Klahr thanked Ms. Ward and Dr. Waryas Hughey for their incredible stamina and work ethic. Dr. Lynn Peterson also agreed. • Dr. Lewis thanked the AIG for making time to listen and contribute. 	

Adjourn	Meeting adjourned at 10:30 a.m. by Dr. Lewis
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