Assessment Input Group
Thursday, October 29, 2020
9:00 am to 10:00 am

Meeting Notes

Present	**Not Present**	**Guests**
Molly Albart	Dr. Curtis Andressen	Arnita Williams
Dr. Pranesh Aswath	Shanna Banda	
Dr. Jeanean Boyd	Dr. Timothy Henry	
Dr. Brian Brown	Dr. Diane Lange	
Candice Calhoun-Butts	Brady Minor	
Dr. Ann Cavallo	Sarah Sarraj	
Dr. Dan Cavanagh		
Kay Chapa		
Dr. Rebekah Chojnacki		
Dr. Sergio Espinosa		
Dr. James Grover		
Katie Hageman		
Greg Hladik		
Dr. Joe Jackson		
Dr. Fernando Jaramillo		
Dr. Douglas Klahr		
Dr. Rebecca Lewis		
Dr. Maria Martinez-Cosio		
Dr. Roger Meiners		
Dr. Laura Mydlarz		
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		

Call to Order	Meeting called to order at 9:00 am by Dr. Rebecca Lewis

Agenda Item	Comments	Recommendations/ Actions/Follow-up
Welcome	• Dr. Rebecca Lewis welcomed everyone to the meeting. • Updates – UTA awarded Excellence in Assessment designation. The official award ceremony is December 4th. She will verify the date and forward the invitation to the online ceremony. • The SACSCOC Annual Meeting will be a virtual event and the rate is $250. The annual meeting is an opportunity to hear directly from SACSCOC VPs about policies and standards. There are many good sessions and high quality speakers.	
	• Future standard AIG meeting dates will be the third Monday of February, June and October. The meetings will be scheduled at 3:30 – 5:00 pm. An hour and a half is scheduled in case there is a need for extra time to have discussions.	

Assessment Updates	• Dr. Diane Waryas Hughey gave an update on Assessment.
	
	Excellence in Assessment (EIA)
	
	• Dr. Waryas Hughey reiterated the announcement of the EIA designation. The EIA information and application is on the IER website. She also extended an invitation to the awards event and thanked everyone who helped contribute to the project.
	• Only 39 institutions in the country have ever received the award. UTA is the first institution in UT System to receive the award.
	
	Annual Assessment Recognition
	
	• The Annual Assessment Recognition Event was held on September 19th. The event was online this year with one hundred participants. The winners and presentation is on the IER website.
	• Dr. Waryas Hughey thanked Dr. Pranesh Aswath for presenting and sponsoring the amazing awards we were able to provide to the outstanding practitioners and runners-up.
	• There were 3 categories and for the outstanding practitioner category, a panel of reviewers used a rubric that was constructed to review all of the nominations. She also thanked the team of reviewers.
	• Same as last year, the three categories were:
	  1. Notable Participation in Outcomes Assessment - This category recognizes administrative and academic units at UTA that achieved 100% submission of all required annual assessment plans and reports during the academic year. The achievement is commendable because it demonstrates that the recipient units have established a planful, coordinated process for assessment work, enabling timely preparation and planning.
	    a. Administrative Units (6)
	    b. Academic Units (9)
	  2. Outstanding Use of Assessment Date for Improvement – This category recognizes exemplar uses of assessment data in the improvement and reassessment process. The achievement is commendable because it demonstrates that units "close the loop" over time, acting where assessment results indicate improvement is warranted, then reassessing at a later date to gauge impact.
	    a. Administrative Units (5)
	    b. Academic Units (2)
	  3. Outstanding Assessment Practitioner - This year we were able to	

	recognize staff and faculty in this category. A winner and runner-up in each category was selected. This award recognizes UTA staff and	

faculty who have served as leaders and advocates for outcomes assessment on campus. The individuals strive to continuously improve teaching and learning via outcomes assessment and promulgate good practice within her/his programs and departments and ideally, more broadly across the division and university.

a. Staff Winner – Ayanna Parker, Lockheed Martin Career Development Center Division of Student Affairs
b. Staff Runner Up – Denisse Avila, Office of New Student Courses, Division of Student Success
c. Faculty Winner – Bonnie Boardman, Department of Industrial and Manufacturing Systems Engineering, College of Engineering
d. Faculty Runner Up – Timothy Ponce, Department of English, College of Liberal Arts

- Dr. Waryas Hughey thanked everyone for nominating and supporting the recognition awards.
- Dr. Pranesh Aswath stated Dr. Waryas Hughey did a wonderful job of recognizing all the hard work that everybody did. Dr. Aswath said it was a privilege to be a part of the ceremony and really appreciates all the good work the IER team is doing along with everyone else across campus who is a part of the team. Keep it up.

UEP Update

- Dr. Waryas Hughey stated that IER has been doing reviews since the June 1st deadline. She thanked Barbara Ward and Kay Chapa for their work with the process and is grateful to everyone for their support and patience. There have been so many transitions this year and we have had to change a lot of the ways we do our reviews and extend support. She indicated that IER is always looking for ways to be more efficient. She also thanked everyone for the hard work put into the UEP planning and reporting process.

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| Course Evaluations and Surveys | • Dr. Doris Navarro provided an update on NSSE Pulse, QuestionPro, Student Feedback Surveys (SFS) and Exit Surveys.

NSSE Pulse

• UTA will participate in NSSE Pulse. NSSE Pulse is a shortened version of the traditional NSSE survey to assess students' experience at UTA during the pandemic.
• The survey was launched on October 26, 2020, and will close on November 23, 2020. Currently, as of October 29th there are 2,423 responses.

QuestionPro

• IER is the new business owner of QuestionPro. OIT is still handling the technical issues.
• IER will be the liaison between users and the vendor.
• IER's goal is to create a power-users group to discuss updates and issues | Molly Albart will reach out to Career Services to determine if contact information, collected via the Destination Survey, could be exported from the database. |

users are having with the software to bring these issues to the vendor's quarterly meetings.

- QuestionPro power-users group will meet every other month.
- Dr. Maria Martinez-Cosio asked if faculty will be part of the group.
- Dr. Lewis responded that yes, faculty will be part of the group. Dr. Navarro was on a tester group with other power-users. The power-users group will pull heavily from the tester group because they have already been identified as heavy users. We want to make sure to get some good user representation across campus who uses the product heavily.

Student Feedback Survey

- IER is investing in increasing the response rates we get from our students on course evaluations.
- IER conducted video interviews with faculty who have high response rates to share their practices to improve students' response rates. Some faculty also shared their practices via email. This information was shared through the faculty newsletter. Also, planning to share the information on the IER website in November.
- Dr. Navarro provided an update on the data being uploaded into Digital Measures. There is currently an issue with uploading the SmartEval files into Digital Measures. OIT is assisting with getting those issues resolved. She stated this process is still pending.
- The Dropped Course survey was launched.
- Dr. Maria Martinez-Cosio asked what kind of information the survey provides and how the information will be shared.
- The information will be available to faculty members on their SmartEvals dashboard. Dr. Navarro will send the reports to the Division of Student Success.
- Fall administration for online courses is ongoing and the regular official end date course surveys starts November 22nd and ends December 8th.

Undergraduate Exit Survey

- Based on the discussion at the last AIG meeting, a short questionnaire was created and sent in August to a subgroup of 12 people representing every college and academic division on campus to answer a few questions.
  1. How are you currently using the data?
     a. Employment and salary

	b. Plans after graduation
	c. Evaluate advising and teaching
	d. 4 out of 10 haven't used
	
	2. What format do you want to receive the data and frequency the data is going to be distributed?
	
	    a. Interested in receiving the raw data in order to do cross tabulation.
	    b. Would like to receive the raw data every term.
	    c. Found out that the aggregated data and the executive summary	

for the general UTA related questions will be provided once a year at the end of the summer.

    d. IER department will share the data via SharePoint.

3. Suggestions of what you would do differently.

- Suggestions of what you would do differently resulted in 3 different areas of discussions:

1. Alumni Questions: Dr. Navarro/Dr. Rebecca Lewis open the discussion of whether the university should re-launch an alumni survey.

    a. Dr. Sergio Espinosa feels an alumni survey is useful as a measure of student success.

    b. Dr. Lynn Peterson believes the feedback from alumni 3 to 5 years out would be really helpful for accreditation needs. Dr. Peterson would like to volunteer herself or someone from the engineering department to be part of the group.

    c. Dr. Jeanean Boyd is willing to serve as there is concern from the nursing perspective that there are thousands of alumni and the college cannot seem to touch them. Alumni survey would be meaningful for accreditation of programs.

    d. Dr. Lewis asked if there was anyone who did NOT see the need to re-launch the alumni survey.

        i. Dr. Brian Brown agrees with having the alumni survey but voiced concerns with those using it for accreditation reason. His concern with having a central alumni survey is that there would likely be a need for colleges/schools to ask different questions of their students.

        ii. Dr. Lewis stated there could be general questions then the survey could branch out based on the student's degree.

    e. Katie Hageman asked the reason why the Alumni Survey ended. Neither Dr. Lewis nor Dr. Aswath has any knowledge why the survey ended. Dr. Aswath suggested including University Advancement in order to get a good database. The issue is finding a reliable database of people with the correct contact information. He suggested bringing in someone with Alumni relations would be helpful.

    f. Dr. Amber Smallwood says an alumni survey with modules

relevant to degree makes a lot of sense. She asked if anyone else on campus is gathering this or similar data on alumni? Does career services work in this area?

g. Molly Albart stated that data is gathered though a Destination Survey. Data is collected during commencement on walking cards. University Analytics has built a dashboard of that destination data. Obviously not having commencement has impacted the collection of destination data. Career Services is able to administer destination surveys through their software platform called Handshake. They are preparing to launch that

survey to Spring 2020 graduates, August 2020 graduates and then fall.

    h. Molly Albart asked whether we should be asking for contact information on the Destination Survey, then the data could be exported and provided to University Analytics and others who may find it relevant. She will reach out to Career Services to ask if that is possible.

    i. The destination data is available to colleges/schools. The commencement coordinator is aware of the data that is available.

    j. Dr. Lewis believes, based on the discussion, that there is interest in re-launching an alumni survey. A group will be created to investigate how to tackle this task. Dr. Lewis asked for others to serve on this group and for someone to lead the group:
        i. Dr. Lynn Peterson volunteered
        ii. Molly Albart volunteered to serve and lead
        iii. Douglas Klahr
        iv. Jeanean Boyd
        v. Recruit someone from Career Development
        vi. Recruit someone from Data Analytics
        vii. Recruit someone from University Advancement
        viii. Debra Woody will recruit someone from Social Work
        ix. IER

2. COVID-19 related questions added to the Exit Survey.

    a. Option for colleges to incorporate those questions in the Exit Survey for the spring semester.

    b. Dr. Navarro asked the questions to be sent to her by December 1st.

3. Additional options in gender question.

    a. Dr. Navarro stated some AIG members mentioned that we should incorporate other response categories. She checked with University Analytics and IPEDS and determined this information is gathered using the binary option.

    b. NSSE on the other hand is incorporating another option in addition to the binary option.
        i. Dr. Espinosa believes we should adopt the NSSE method.
        ii. Dr. Dan Cavanagh agrees with adding the additional option. It is about collecting accurate gender data.
        iii. Dr. Douglas Klahr is in agreement as well.

    c. Based on this feedback we will move forward with adjusting the current gender question to align with the NSSE gender question. IER will present this recommendation and seek approval from

administration. IER will look into implementing this change in the spring.

(Current) With which gender do you identity the most?

1. Male
2. Female
3. Prefer not to answer

	(NSSE) What is your gender identity? Man Woman Another gender identity, please specify:_____. I prefer not to respond Graduate Exit Survey • The Graduate Exit Survey was discussed in the Graduate Assembly and Dr. Lewis asked Dr. Joe Jackson to share this information with the group. • Dr. Jackson said the discussion was about opening the topic of an exit survey for master's student and understanding what the departments and colleges/schools need to know about the master's students as they depart the university. It was very clear to all that graduate students attend the university for different reasons than undergraduates. Also being able to determine whether the graduate students' expectations, needs, and requirements were satisfied by their experience at the university is fundamentally important to us. • The Graduate assembly was asked to put together a committee to study the issue and try to understand how we might begin to approach assessing the informational needs of the departments and colleges. Also seeing what we could do to advance the cause of creating a useful master's exit survey for the university. The Graduate Assembly agreed that was a good idea and a committee has been set to start looking at the issue.	
Questions / Discussions	Dr. Lewis thanked the AIG for their participation and valuable information.	

Adjourn	Meeting adjourned at 10:00 a.m. by Dr. Rebecca Lewis