

**Assessment Input Group**  
Monday, October 16<sup>th</sup>, 2023  
3:30 pm to 3:49 pm

**Meeting Notes**

<b>Present</b>	<b>Not Present</b>	<b>Guests</b>
Dr. Muhammad Qadeer Haider Dr. Austin Allen Dr. Jorge Jaramillo Dr. Cynthia Koomey Dr. Doris Navarro Dr. Lynn Peterson Dr. Diane Waryas Hughey Dr. Rebecca Lewis Ms. Tatyana Jimenez-Macias Ms. Shanna Banda Dr. Timothy Henry Dr. Maria Martinez-Cosio Dr. Amber Smallwood Dr. Candice Calhoun-Butts	Dr. Jeanean Boyd Mr. Greg Hladik Dr. Laura Mydlarz Dr. Les Riding-in Ms. Sarah Sarraj Dr. Andrew Clark Dr. Minerva Cordero Dr. Sergio Espinosa Dr. James Grover Dr. Joe Jackson Ms. Liz Richter Dr. Debra Woody Dr. Ann Cavallo Ms. Rebekah Chojnacki Dr. Mick Lewis Rebecca Deen Ms. Molly Albart	Ms. Arnita Williams

<b>Call to Order</b>	Meeting called to order at 3:32 pm by Dr. Rebecca Lewis
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<b>Agenda Item</b>	<b>Comments</b>	<b>Recommendations/ Actions/Follow-up</b>
<b>Welcome</b>	<ul style="list-style-type: none"> <li>Dr. Rebecca Lewis introduced herself, welcomed the group, and thanked everyone for joining the meeting.</li> <li>Dr. Rebecca Lewis provided information regarding the upcoming SACS conference in Florida, reminding everyone that it has opened its registration. She urged those who are interested to let her know.</li> <li>Dr. Lewis reminded the group about the policy audit that will be taking place in Spring 2024. She stated that they are working on that policy audit plan now, and thanked those who are doing policy work currently.</li> <li>Dr. Lewis turned the conversation over to Dr. Waryas-Hughey.</li> </ul>	
<b>Assessment Updates</b>	Dr. Diane Waryas Hughey provided various updates.  UEP <ul style="list-style-type: none"> <li>Dr. Waryas Hughey thanked the group for their patience during this UEP process, which includes the Nuventive upgrade.</li> </ul>	

	<ul style="list-style-type: none"> <li>Dr. Waryas-Hughey stated that AY 22-23 resulted in the earliest full submission of all UEP reporting, as well as edits, since she has been at UTA. She thanked everyone for their hard work.</li> </ul> <p>Nuventive</p> <ul style="list-style-type: none"> <li>Dr. Hughey explained that the Nuventive upgrade should provide a better end-user experience. She detailed that she and Tatyana Jimenez-Macias have been meeting regularly with their Nuventive representative. As of this meeting, all prior content had been copied over and/or archived as necessary. She expressed excitement for this upgraded system.</li> <li>Dr. Waryas-Hughey stated that in this process, she and Tatyana are doing quality control, looking through all entered content, as well as determining what training and/or on-demand materials will be needed. They are determining the best strategy to handle trainings and suggested that training will include a combination of live training, recorded on-demand materials and paper materials.</li> <li>This training process should begin in November.</li> </ul> <p>Assessment Recognition Awards</p> <ul style="list-style-type: none"> <li>Dr. Hughey thanked everyone for their support of the annual Assessment Recognition Awards that took place in September, as well as the Office of the Provost for helping to sponsor the event. She stated that all the recap content will be up on the IER website shortly.</li> <li>Dr. Waryas-Hughey turned over the conversation to Dr. Qadeer Haider.</li> </ul> <p>Core Assessment</p> <ul style="list-style-type: none"> <li>Dr. Haider introduced himself and thanked everyone for attending. He explained that there were 3 core scoring sessions this past summer in order to make up for a lack of scoring during the COVID pandemic.</li> <li>Another core scoring session is planned for the end of the Fall '23 semester, and if not, at least very early into the Spring '24 semester and at the end of the Spring '24 semester as well.</li> <li>He stated that he is in the process of finalizing reports for the three scoring days that took place in the Summer of 2023. Those reports should be on the IER website by the end of October 2023.</li> <li>For the EQS they analyzed about 210 student papers, Personal Responsibility was 165 papers, and Social Responsibility was 78 papers.</li> <li>Dr. Lewis stated that the results reports would be shared out to the group once they are posted on the IER website. Dr. Lewis thanked Drs. Waryas-Hughey and Haider for their updates. She turned over the conversation to Dr. Doris Navarro.</li> </ul>	
<b>Course Evaluations and Surveys</b>	<p>Dr. Doris Navarro provided survey updates.</p> <p>Undergraduate Exit Survey &amp; Graduate Exit Survey</p> <ul style="list-style-type: none"> <li>For the Summer 2023 surveys, there was a 47% response rate for the Undergraduate Exit Survey, and 52% for the Masters Exit Survey. These were very similar rates in comparison to the previous summer.</li> </ul> <p>NSSE</p>	

	<ul style="list-style-type: none"> <li>• She stated that they are now getting ready to administer NSSE in March 2024, with a group of stakeholders who are looking into module options. She elaborated that there is a general survey for NSSE, with an option to add two topical modules. The stakeholders are helping to decide which modules to employ.</li> </ul> <p>Student Feedback Survey (SFS)</p> <ul style="list-style-type: none"> <li>• The Fall 2023 exit surveys have been deployed according to Dr. Navarro. She encouraged members to urge their students to participate in these surveys.</li> <li>• Dr. Navarro explained that she has been working on the implementation of the new course evaluation software, Watermark CES. This went live at the beginning of September, and they have begun deploying this for the dynamic courses. In November of 2023, this will be deployed for the regular courses.</li> <li>• Feedback from faculty has been great, as they are noticing an improvement in response rates. Dr. Navarro explained that this is due to a new notification system in Canvas that alerts students when these surveys are open. Also, evaluations are now able to be accessed directly through Canvas, for both students and faculty. Faculty can pull reports directly from Canvas.</li> <li>• All previous reports/evaluations can be found in Digital Measures, which is also known as Faculty Success, and a migration is in process between Watermark CES and Faculty Success.</li> <li>• Dr. Navarro expressed hope that this new system will be helpful for everyone involved. She opened the floor to questions.</li> <li>• Dr. Maria Martinez-Cosio expressed her appreciation for Dr. Navarro's hard work. She asked if data from surveys will migrate into Digital Measures as needed in reference to faculty reviews for promotion and tenure.</li> <li>• Dr. Navarro responded that that migration is the next step of her process. There will be a graduation meeting within the next few weeks, and then there will be work done on the migration. Faculty will not only have the scores of the instructor questions, but also pdfs available for download from Digital Measures.</li> <li>• Dr. Martinez-Cosio asked if there was some sort of article that tells faculty how to access all this content. She wanted to share something in the faculty affairs newsletter with information.</li> <li>• Dr. Navarro replied that when they send emails to faculty about evaluations, they also send out a handout with information about accessing this new software and how to pull reports. However, this does not include information on Digital Measures. She stated that if faculty have questions about how to pull reports on DM, they can contact Samantha Moore.</li> </ul>	
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<b>Questions / Additional Discussions</b>	<ul style="list-style-type: none"> <li>• Dr. Lewis thanked the AIG for their time and feedback.</li> </ul>	
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<b>Adjourn</b>	Meeting adjourned at 3:49 p.m. by Dr. Lewis
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