

**The University of Texas at Arlington**  
**Assessment Input Group**  
**Office of Institutional Effectiveness and Reporting**  
Monday, February 19th, 2024  
3:30 pm to 5:00 pm

**Meeting Notes**

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

<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. Lewis asked if Ms. Arnita Williams could provide the previous meeting notes in the chat for everyone.</li> <li>Dr. Lewis began by discussing the fifth-year interim report for reaffirmation. She informed the group that the report was successful with no recommendations attached. The report was also requested to be included in SACSCOC's library of exemplary reports, where it will remain for two more years. Dr. Lewis recognized the hard work of the team that worked on the report.</li> <li>Dr. Lewis stated that IER is beginning to work on UTA's decennial reaffirmation.</li> <li>Dr. Lewis then informed the group that there are two open positions within IER, as the former director of assessment (Diane Waryas-Hughey)</li> </ul>	

	<p>had accepted a position at another institution. The second open position is a new position titled accreditation coordinator. IER is busy conducting in-person interviews for the director role but are not as far in the hiring process for the accreditation coordinator role.</p> <ul style="list-style-type: none"> <li>• Dr. Lewis encouraged the group to inform qualified people they may know to apply for these positions.</li> <li>• Dr. Lewis turned the conversation over to Ms. Tatyana Jimenez-Macias for assessment updates.</li> </ul>	
<b>Assessment Updates</b>	<p>Ms. Tatyana Jimenez-Macias provided various updates.</p> <p>UEP</p> <ul style="list-style-type: none"> <li>• Ms. Jimenez-Macias began by providing important dates and deadlines for UEP. Results reports for Academic programs are due July 1<sup>st</sup>, and for Administrative Units they are due September 3<sup>rd</sup>. Improvement reports are due September 13<sup>th</sup>.</li> </ul> <p>Nuventive</p> <ul style="list-style-type: none"> <li>• Ms. Jimenez-Macias described the biggest changes concerning the Nuventive Improve upgraded system. She stated that users are now only responsible for submitting results reports and improvement reports into Nuventive Improve. Previously, users also entered plan content each academic year; however, those changes now must be sent to IER staff (Ms. Jimenez-Macias) to record those changes in Nuventive.</li> <li>• Ms. Jimenez-Macias stated this change is meant to take some of the workload off UEP reporters. Users will either email Ms. Jimenez-Macias or the UEP service email to provide plan content changes.</li> <li>• Ms. Jimenez-Macias recommended that UEP reporters begin logging into Nuventive to familiarize themselves with the platform changes. Reporters can find the link to Nuventive Solutions on the IER website.</li> <li>• Dr. Lewis requested that Ms. Jimenez-Macias place the link to Nuventive Improve in the chat.</li> <li>• Ms. Jimenez-Macias notified the group of the Microsoft Team Channel titled “UEP Coffee Break”, which houses various UEP trainings. She asked guests to notify her if they need access to the Teams channel.</li> <li>• Dr. Lewis 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 provided updates from the last core scoring session conducted in summer 2023.</li> <li>• In summer 2023, IER ran three core scoring sessions focused on Empirical and Quantitative Skills (EQS), Personal Responsibility, and Social Responsibility.</li> <li>• Dr. Haider went over these results briefly. For EQS, almost 210 artifacts were scored, with 71% being from freshman students.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Dr. Haider walked the group through his presentation and provided a brief analysis of the data. He stated that he is very happy with the results, as agreement levels were high at 80% or above for all criteria.</li> <li>• For Personal Responsibility, 165 student artifacts were scored with 44% being from Freshman and 29% from sophomore students. Agreement was again 80% or above and the mean score for the artifacts were almost all above 1.5 on the AAC&amp;U rubric.</li> <li>• For Social responsibility, 78 student artifacts were scored, with 28% being from sophomore students, and 67% from juniors and seniors. Agreement was again over 80%, with the mean scores being the majority above 1.5 except for two categories (in the areas of Curiosity and Openness).</li> <li>• The reports are in the final stage of being edited and will be posted on the IER website when finished.</li> <li>• Dr. Haider provided updates for the next scoring sessions. Communication (oral) will be facilitated and scored by the communication department. Dr. Haider thanked the Department of Communication for their help.</li> <li>• The Communication (written) session will take place on May 14, 2024, and the Critical Thinking session will be on May 16, 2024. Emails have already been sent out to potential raters.</li> <li>• The plan is to continue with the cycle of assessing all 6 core objectives every two years.</li> <li>• Dr. Haider requested support from faculty members in the following ways: <ul style="list-style-type: none"> <li>1. Faculty members should ensure that all courses have a signature assignment indicated in their syllabi. If they need help creating these, they can reach out to Dr. Haider to align them with the AAC&amp;U value rubrics.</li> <li>2. Align any current signature assignments with the value rubrics</li> <li>3. Faculty should share signature assignment data with IER office on a regular basis</li> <li>4. Faculty should participate in core scoring days</li> </ul> </li> <li>• Dr. Haider will announce any further scoring dates for the fall, if needed.</li> <li>• Dr. Lewis thanked Dr. Haider for his updates.</li> <li>• Dr. Lewis stated that the core assessment standard for SACSCOC has been updated, requiring the institution to demonstrate that they are not only gathering the core data, but they are also seeking improvement. To do this, we must have faculty review the assessment results.</li> <li>• Dr. Lewis suggested to the provost that a group of faculty should be gathered in order to review results of core scoring. This review would include a great amount of detailed data and should prompt faculty to make recommendations for improvement.</li> <li>• Dr. Lewis is looking at early summer for a faculty review session, sometime after the May core scoring sessions. Compensation will be provided for participating in the session. Dr. Lewis urged members to</li> </ul>	
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	<p>share this information with faculty to garner participation and excitement for the session.</p> <ul style="list-style-type: none"> <li>• Dr. Lewis turned over the meeting to Dr. Navarro for survey updates.</li> </ul>	
<b>Course Evaluations and Surveys</b>	<p>Dr. Doris Navarro provided survey updates.</p> <p>Student Feedback Survey (SFS)</p> <ul style="list-style-type: none"> <li>• Dr. Navarro share that the UTA has moved to using Watermark for course evaluations and surveys. This began last fall, and the implementation has been able to address issues with execution.</li> <li>• Administration of the SFS began January 31, 2024, for dynamic courses, and will be administered for regular courses on April 14, 2024.</li> <li>• Evaluation dashboards can be accessed via Canvas or Digital Measures in MyApps.</li> <li>• Previous reports can be accessed from Digital Measures (Faculty Success). Anyone experiencing issues can contact Dr. Navarro or Samantha Moore.</li> <li>• Dr. Navarro shared response rates for the fall. <ul style="list-style-type: none"> <li>○ For dynamic courses since fall 2021, at both undergraduate and graduate levels, response rates increased greatly due to the implementation of a pop-up window that students see each time they log into Canvas that prompts them to answer the available surveys.</li> </ul> </li> <li>• Dr. Navarro was pleased with the increase in response rates for both the dynamic and regular courses.</li> </ul> <p>Undergraduate Exit Survey and Graduate Exit Survey</p> <ul style="list-style-type: none"> <li>• The response rate remained the same as fall 2022 due to several issues with QuestionPro during the administration of these surveys. Dr. Navarro is exploring other options for disseminating this survey in the future.</li> <li>• Nursing and Health innovation had the highest response rate (43%)</li> <li>• Most respondents were female (67%), White (51%), and non-Hispanic (65%)</li> <li>• Most would choose UTA to pursue their degree if they had to do it over again (81%)</li> <li>• 90% would refer UTA to a friend or relative.</li> <li>• 76% of the responses showed a positive experience with the University in the open-ended question</li> <li>• For the Master's Exit Survey, response rates were also similar to fall 2022 at 50%.</li> <li>• Most respondents were from engineering (30%) and nursing (28%).</li> <li>• Near 67% would choose UTA to pursue their degree if they had to do it over again</li> <li>• 76% would select the same field of study</li> <li>• 71% would refer UTA to someone considering the same field or study</li> <li>• 86% of the responses showed a positive experience with the University in the open-ended question.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Undergraduate and Master’s surveys will be deployed March 4<sup>th</sup> and close May 30<sup>th</sup>.</li> <li>• Students will receive weekly email reminders, as well as a notification on Canvas.</li> <li>• Promotion will also be provided through UTA MavWire and TrailBlazer.</li> </ul> <p>NSSE</p> <ul style="list-style-type: none"> <li>• Two new modules will be deployed for the NSSE survey this year: Career and Workforce Preparation and HIP (High-Impact Practices) Quality.</li> <li>• The open-ended question is being changed. Previously, it asked students to detail one thing they would change about UTA and one thing they would keep the same. This year, students will describe the most significant experience they had at UTA.</li> <li>• Students will receive 5 emails from NSSE with unique links, and these will also be posted on Canvas.</li> <li>• NSSE will be deployed between March 4<sup>th</sup> and May 13<sup>th</sup>.</li> <li>• NSSE is usually administered to freshmen and seniors. IER has an incentive for students to participate in this survey. Each student who completes NSSE will have their name placed in a raffle for a chance to win a \$100 Amazon gift card. Dr. Navarro is hopeful this will provide high response rates. She urged members to promote the survey through faculty, social media, and email.</li> <li>• Dr. Debra Woody thanked Dr. Navarro for her hard work and asked if there were plans or ideas for getting minority students to have higher response rates, considering UTA’s diverse background and identity.</li> <li>• Dr. Navarro thanked her for her question and suggested sampling nonrespondents to target groups not represented and sending printed copies of survey questions through mail. This could be very work-intensive since they would have to enter data by hand. Dr. Navarro asked if anyone had suggestions for improving this low response rate for minority students, because even if the survey was sent by mail, there is no way to know for sure how many students in the sample would be minorities.</li> <li>• Dr. Lynn Peterson asked the group to share their methods for disseminating survey results to faculty and staff, as she is also looking for other ways to get this data into the hands of others.</li> <li>• Dr. Lewis agreed with Dr. Peterson that the dissemination of the data is important and added that IER is always looking for ways to improve the surveys or to provide additional data the faculty and staff may need. No additional suggestions were shared on this topic from other members.</li> <li>• Dr. Lewis redirected back to the topic of low response rates from minority students, asking again if anyone had suggestions for increasing the response rate.</li> <li>• Dr. Woody suggested promoting the survey or sending special invitations through specific student and university organizations that may have higher minority populations.</li> <li>• Dr. Navarro agreed with the importance of addressing this issue. Without a full picture of student data, it is hard to act on the data. She agreed with</li> </ul>	
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	<p>the idea of focusing on student organizations and student affairs to help promote the survey. Dr. Navarro thanked Debra for her suggestion.</p> <ul style="list-style-type: none"> <li>• Dr. Peterson said she met with about 20 student organization leaders to discuss the best way to disseminate data and information amongst each other to use the data effectively. She stated that while participation in these student organizations may not be universal across the University, it would be helpful to use these organizations to promote data and surveys to target subgroups.</li> <li>• Dr. Navarro thanked Dr. Peterson for her comments and asked the group to email her with any examples of how they are using the survey data in their colleges and departments or how they disseminate it. She would even be interested in adding that information to the website so that students are aware of how their survey data is being used.</li> <li>• Dr. Woody said that she does review the data with student affairs staff, but it had not occurred to her to share the changes the data prompted with IER staff.</li> <li>• Dr. Navarro replied that it would be very helpful to receive communication about changes implement based on data. No further questions or comments were given on this topic.</li> <li>• Dr. Lewis thanked Drs. Peterson Woody for their suggestions and comments. She asked the group if there were any other questions. None were provided.</li> </ul>	
<b>Questions / Additional Discussions</b>	<ul style="list-style-type: none"> <li>• Dr. Lewis thanked the AIG for their time and feedback.</li> </ul>	
<b>Adjourn</b>	Meeting adjourned at 4:22 p.m. by Dr. Lewis	