

**Assessment Input Group**

Monday, July 10, 2023

3:30 pm to 5:00 pm

**Meeting Notes**

<b>Present</b>	<b>Not Present</b>	<b>Guests</b>
Ms. Molly Albart Dr. Austin Allen Dr. Ann Cavallo Ms. Rebekah Chojnacki Dr. Rebecca Deen Dr. Qadeer Haider Dr. Jorge Jaramillo Ms. Tatyana Jimenez-Macias Dr. Cynthia Koomey Dr. Mick Lewis Dr. Rebecca Lewis Dr. Doris Navarro Dr. Lynn Peterson Dr. Diane Waryas Hughey	Dr. Pranesh Aswath Ms. Shanna Banda Dr. Jeanean Boyd Dr. Candice Calhoun-Butts Dr. Andrew Clark Dr. Minerva Cordero Dr. Sergio Espinosa Dr. James Grover Dr. Timothy Henry Mr. Greg Hladik Dr. Joe Jackson Dr. Laura Mydlarz Ms. Liz Richter Dr. Les Riding-in Ms. Sarah Sarraj Dr. Amber Smallwood Dr. Debra Woody	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. Lewis welcomed and thanked everyone for joining the meeting.</li> <li>Dr. Rebecca Lewis gave an update on the 5th Year SACSCOC Report. She reported that the report was accepted with no edits, and therefore the work is done! She thanked multiple members for their efforts on this report.</li> <li>Dr. Lewis mentioned that we will conduct a policy audit in preparation for the 10-year report, ensuring that policies are up to date and are being followed according to subject matter experts.</li> <li>Dr. Haider introduced himself and detailed his role as the assistant director of assessment. He thanked everyone and said he is looking forward to working with everyone.</li> </ul>	
<b>Assessment Updates</b>	Dr. Diane Waryas Hughey provided various updates.  UEP <ul style="list-style-type: none"> <li>Dr. Waryas Hughey introduced Ms. Tatyana Jimenez-Macias as a new program assessment coordinator. She detailed her role in IER and asked members to welcome her.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Dr. Waryas Hughey reminded everyone of the UEP results due date, which had already passed. She also asked everyone to have all their results in as soon as possible, as well as their plans for AY 23-24</li> </ul> <p>Nuventive</p> <ul style="list-style-type: none"> <li>• Dr. Waryas Hughey explained the new upgrade of the Nuventive System. And the plans moving forward, which includes less work for UEP editors. She described multiple facets of the new application. She reiterated that any changes to plans for AY 23-24 must be communicated to IER, so that these changes can be forwarded to the new upgraded Nuventive system.</li> <li>• The transition to the new Nuventive system will take place in late September.</li> <li>• Administrative UEP results are due September 1<sup>st</sup> and improvement reports for everyone are due September 15<sup>th</sup>.</li> <li>• There is a strict deadline for these submissions, since the upgrade of the Nuventive system will cause a complete and temporary shutdown and lock out of the old system.</li> </ul> <p>Core Curriculum Assessment</p> <ul style="list-style-type: none"> <li>• Dr. Waryas Hughey provided updates on core assessment that she is working on with Dr. Haider. Core scoring dates will be July 27<sup>th</sup>, August 3<sup>rd</sup>, and August 10<sup>th</sup>. Each of those days will be dedicated to scoring one of the foundational component areas to include Social Responsibility, Empirical and Quantitative Skills, and Personal Responsibility.</li> <li>• Diane thanked Arnita Williams and all those who are working on the logistics of scoring day.</li> </ul> <p>Annual Assessment Recognition Event</p> <ul style="list-style-type: none"> <li>• The event will take place on Sept 14th at noon in Trinity Hall room 104. The event will take place in-person again to allow people to meet, socialize, and to present awards in person. This will be live streamed. Everyone is invited to attend.</li> </ul> <p>Excellence in Assessment Designation from NILOA</p> <ul style="list-style-type: none"> <li>• Dr. Waryas Hughey reminded everyone that UTA received the Excellence in Assessment Designation from NILOA in 2020. At that time, UTA was one of only 37 institutions in the country, the first institution in the UT system, and the 2<sup>nd</sup> institution in the state of Texas to receive this designation.</li> <li>• Dr. Waryas Hughey explained that NILOA offers a continued excellence recognition for which we will be able to apply 5 years after the initial designation. She anticipates that UTA will submit for this continued excellence recognition in 2025. She anticipates the process taking roughly a full academic year.</li> <li>• Dr. Waryas Hughey thanks members for their work in assessment.</li> </ul>	
<p><b>Course Evaluations and Surveys</b></p>	<p>Dr. Doris Navarro provided survey updates.</p> <p>Student Feedback Survey (SFS)</p> <ul style="list-style-type: none"> <li>• The administration of the SFS for summer 2023 began May 23<sup>rd</sup> for dynamic dated classes.</li> <li>• The development of the surveys for the regular courses begins August 2<sup>nd</sup>.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Dr. Navarro explains that we are transitioning software for course evaluations. The new vendor is Watermark. She described Watermark as robust product.</li> <li>• The goal is to have Watermark fully live by the beginning of September.</li> </ul> <p>Undergraduate Exit Survey &amp; Graduate Exit Survey</p> <ul style="list-style-type: none"> <li>• Both undergraduate and mater’s surveys were deployed March 6<sup>th</sup> and closed March 31<sup>st</sup>.</li> <li>• Dr. Navarro shared the response rates for spring 2019-spring 2023. For spring 2023, undergraduate exit survey response rate was 48%. She stated there has been a steady decline since spring 2019. She noted there is a nation-wide trend that people are just not responding to surveys as much.</li> <li>• She states that we are working very hard to ensure higher rates of response.</li> <li>• There was a 91% completion rate for spring 23 which is very high in comparison to previous years.</li> <li>• Dr. Navarro stated that there was a 56% response rate for the Master’s Exit Surveys with a completion rate of 89%.</li> <li>• New surveys will be deployed sometime this week. She requested the support of AIG members in promoting the survey.</li> <li>• Lynn Peterson asked if surveys are a part of a checklist that a graduate student must complete. Dr. Navarro responded that surveys are voluntary, so it is not a part of a mandatory checklist. The survey currently comes using an email address designated for the Office of the Registrar, so that all graduates receive the survey. As of right now, she believes there is no checklist in place for these students.</li> <li>• Dr. Lewis tells the committee that in past years, an initial email would be sent out from an email address that also included details of the graduation process. All additional email reminders would come from a different address than the initial email, which was confusing and did not allow IER to target those students who had not actually completed the survey. The current system is better because the initial email invitation and reminders are from the same email address that students receive other graduation information from and IER can target those students who have not completed the survey. Dr. Lewis believes online fatigue may be a part of low response rates.</li> <li>• Dr. Lewis emphasized that while response rates may be lower than we prefer, which is a concern, it is still providing a large enough sample for reliable information.</li> </ul>	
<p><b>Questions / Additional Discussions</b></p>	<ul style="list-style-type: none"> <li>• Dr. Lewis thanked the AIG for their time and feedback.</li> </ul>	
<p><b>Adjourn</b></p>	<p>Meeting adjourned at 4:15 p.m. by Dr. Lewis</p>	