Texas Higher Education Coordinating Board
ApplyTexas Advisory Committee
1200 East Anderson Lane, Room 1. 170
Austin, Texas
April 15, 2019 9:00 a.m.

Meeting Notes

The Texas Higher Education Coordinating Board (THECB) ApplyTexas Advisory Committee (ATAC) convened at 9:09 a.m. on April 15, 2019 with the following committee members present: Kevin Davis, Dana Fields, Sheila Gray *(for Jamie Hansard)*, Michelle Hill, Rebecca Lothringer, Carey Rose, and Miguel Wasielewski.

ATAC Members Participating Via Telephone: Rosie Dickinson, Dan Garcia, Deborah Gilchrist, Rebecca Griffith, TaNeal Richardson, Angie Taylor, Madelyne Tolliver, Kristi Urban, and Michelle Walker.

Members Absent: Mordecai Brownlee, Chryssa Delgado, Jamie Hansard *(represented by Sheila Gray)*, and Sarah Haque *(Student Representative)*.

ApplyTexas Technical Team Members: Tim Brace, Graham Chapman, Rebecca Kindschi, and David Muck.

THECB Staff: Claudette Jenks, Lisa Paiz, and Diana Foose

AGENDA ITEM	ACTION
A. Welcome and Introductions	Rebecca Lothringer called the meeting to order at 9:09 a.m.
B. Review and Adoption of Minutes for the February 25, 2019 Meeting	Committee reviewed meeting notes. On motion by Carey Rose, seconded by Kevin Davis, the Committee approved this item.
C. Update from Strategic Planning Subcommittee	Subcommittee met on April 9, 2019 to review findings on the review and analysis of the ApplyTX application (ATA) and other admission applications regarding readability, length, word count, time, mobile optimization, accessibility and reading level. • Readability appeared to be higher for ATA than the Common Application. • Compared to Common Application, Coalition Application, and state-based applications • Customization of ATA makes comparisons difficult. • Word counts is higher for ApplyTX • No application has translation • Accessibility can be improved

	• Consider mobile capability
	Plans for continued analysis through surveys to students about their experiences with the ATA.
	ATA technical team also did an analysis and need to compile those with those of the subcommittee.
	Committee suggested other institution applications be analyzed. Miguel said this is coming.
	There will be more capabilities available under the new mainframe (AWS) that will address some recommendations.
D. Update from Apply TX Technical Team	Tim Brace provided updates of ATA current projects, see attached document.
E. Discussion and Consideration of Proposed Changes to ApplyTexas Forms or Procedures	Tim Brace reviewed previous projects, see attached document.
F. Discussion and Consideration of the Apply Texas/SPEEDE-EDI Meeting	Committee discussed schedule and presentations for the Apply Texas/SPEEDE-EDI Meeting in June. Approved as set-up from previous meeting.
G. Discussion of Potential Agenda Items and Next Meeting Date	Items for next agenda: • Incomplete items on project list will be considered for next application cycle • Select new 2-year co-chair • Request for nominations to the ATA Committee will sent out and due by April 29, 2019 • Next meeting-September 30, 2019
H. Adjournment	Committee recognized members who completed their term. On motion by Michelle Hill, seconded by Carey Rose, the Committee approved this item. Meeting adjourned at 12:37 p.m.