

**Texas Higher Education Coordinating Board
ApplyTexas Advisory Committee
May 11, 2022**

Meeting Notes

The Texas Higher Education Coordinating Board ApplyTexas Advisory Committee (ATAC) convened at 9:03 a.m. on May 11, 2022, with the following committee members present: Andrés Arredondo, Jennifer Beal, Jamie Hansard, Michael Sanders, Miguel Wasielewski, and Amy Williams.

Participating via Zoom: Scott Bennett, Andy Benoit, Shontell Blake, Cintia Cortez, Hanna Deland, Luis Franco, Laura Isdell, Angelina Janzen (*for Veronica Lopez*), Rebecca Lothringer, Stefanie Salazar, Julia Vickery, Michelle Walker, and Lu Waterhouse

Unable to Attend: David Barron, Mardell Maxwell, Tristan Pepper (*Student Representative*), and Michael Talamantes

ApplyTexas Technical Team Members: Graham Chapman and David Muck

THECB Staff: Jerel Booker, Laura Brennan, Diana Foose, Claudette Jenks, and Lisa Paiz

| AGENDA ITEM | ACTION |
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| 1. Welcome and Introductions | Jamie Hansard called the meeting to order at 9:03 a.m. |
| 2. Acknowledgment of Members Finishing Their Terms | Members finishing their term were recognized. |
| 3. Approval of Minutes from the February 2, 2022 | On motion by Julia Vickery, seconded by Jennifer Beal, the Committee approved this item. |
| 4. Discussion of Future State of the ApplyTexas System | <p>Laura Brennan presented the future of ApplyTexas.</p> <ul style="list-style-type: none"> • THECB has received board approval to solicit a new technology solution for the management of ApplyTexas. • This is in preparation for the end of our contract with the UT Austin to take over contract in 2023. • ApplyTexas will remain on its current platform through the 2022-2023 school year. There will be no changes when the application cycle opens July 1, 2022. • A new and enhanced ApplyTexas application for the 2023-24 school year will open on its new platform. • Questions can be directed to Claudette Jenks. |

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| <p>5. Update from Strategic Planning Subcommittee</p> | <p>Miguel Wasielewski provided update to committee. Committee discussed plan and implement strategic long-term plans for ApplyTexas.</p> <p>The sub-committee will focus on three primary areas in preparation for the new application:</p> <ul style="list-style-type: none"> • how committee can change how to move to student centered process • a review of all application questions- what can be approved or removed • a review of institutions common custom questions |
| <p>6. Update from Communications Subcommittee</p> | <p>Andy Benoit provided an update.</p> <ul style="list-style-type: none"> • Still seeking volunteers. • Discussed different communication channels, collaborate with IHE and K-12 partners. • Expand to communication through quarterly newsletter. • Survey to solicit feedback on how and what types of communication to be sent. • Would like to meet monthly and have period communication. • Discussed state’s chatbot ADVi communications. |
| <p>7. Update for K-12 Collaboration Subcommittee</p> | <p>Jennifer Beal provided an update.</p> <ul style="list-style-type: none"> • Established committee with large and small high school representatives, 2-year and 4-year university and community partner. • Will set a meeting for the beginning of June to brainstorm areas for improvement and reports needed. • Will bring recommendations to the committee for consideration. |
| <p>8. Update from Residency Logic Subcommittee</p> | <p>Amy Williams provided an update.</p> <ul style="list-style-type: none"> • Met three times (3 university, 2 CCs) • Want to have 90-100% return of correct residency • Recommendation to review international residency - visas for domicile, adding spouses for H1 • Adopted student questions • Missing logic in some areas (gave specifics) • Would like pop-up that student have been designated non-resident and point to contact university |
| <p>9. Update from ApplyTexas Technical Team</p> | <p>David Muck provided an update from the ApplyTexas Technical Team. <i>See attached list under Tech Team Update.</i></p> |

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| <p>10. Discussion and Possible Action to Adopt New Proposed Changes to ApplyTexas Forms or Procedures</p> | <p>David Muck provided an overview of the Future cycle proposed changes and updates. See attached list and discussion under <i>Proposed Changes to ApplyTexas Applications or Procedures</i>.</p> |
| <p>11. Update on the ApplyTexas/SPEEDE-EDI meeting</p> | <p>ATAC and UT ApplyTexas staff will host "State of Application" webinar to discuss where we were, where we are, where we are going Claudette and Technical team will work together to set-up webinar Scheduled for June 14, 2022</p> |
| <p>12. Transition of Leadership</p> | <p>Andy Benoit was nominated to serve at 4-year co-chair. On a motion by Rebecca Lothringer, seconded by Scott Bennett. Motion passes.</p> |
| <p>13. Adjournment</p> | <p>On motion by Andy Benoit, seconded by Michelle, the meeting adjourned at 10:59 am.</p> |

Tech Team Update 5/11/22

Graham Chapman – Executive Director, Academic Information Systems, University of Texas at Austin

David Muck – Senior IT Manager, Academic Information Systems, University of Texas at Austin

Current cycle updates and proposals (David Muck):

- For the Fall 2022 semester, we have seen an increase of 22% in total applications and an increase of 17% in submitted applications compared to the same time last year. Comparing the same time period to the Fall 2020 semester we are up 9% in total applications and we are down 5% in submitted applications.
- Fraudulent applications continue to be a problem for some of our institutions. We continue to work to reduce this issue.
- Additional daily application deliveries – We have a number of institutions participating in additional deliveries times of 7 am and 12 pm (in addition to the normal 6 pm application delivery). Please reach out to us if you are interested in either of these additional delivery times.
- All three of our main portals (applicant, administrator, and counselor) are now hosted on Amazon Web Services. We have retired the legacy counselor site and are planning to retire the legacy applicant site at the beginning of June. The legacy administrative portal will remain active until mid-summer.
- We estimate there will be a significant reduction in infrastructure costs with the move to AWS based on what we are seeing so far. The team continues to make efforts to further reduce costs moving forward. Once we have a full application cycle completed, we should be able to take several measures to reduce cost based on the current requirements of the system.
- We are working to implement some changes to the residency flow in time for the new cycle. We plan to implement logic that better takes into account dual-credit applicants as well as improvements for international students that meet the 36 month rule requirement.

Proposed Changes to ApplyTexas Applications or Procedures. (David Muck):

These are all carried forward from last meeting as they need more research.

1. A proposal to add additional terms to the ApplyTexas application. We currently offer Spring, Summer I, Summer, Summer II, and Fall. The specific request was for a Fall II term. (proposal by Trinity Valley Community College).

Discussion:

This is a large to extra- large, request from 4 year and 2 year, strategic planning committee review or another subcommittee. Andres did follow-up

Action: Tabled this item and Strategic Planning committee will review and provide recommendations at the next meeting.

2. Consideration for the discussion regarding continuing education and workforce development students (proposal by Christopher Roche from Alvin Community College).

From the request:

“I would like to speak to someone about the ability to include continuing education and workforce development students in the Apply Texas application process. I feel if we did this, it would align and promote those not looking for a degree to continue their educational journey. Additionally, with upskilling, reskilling, and good jobs challenge, and pathways, FAFSA/TAFSA is often require for our students and would allow these students to be registered as ACC students. The onboarding and perceptions of the students is critical to the pathways mentoring and coaching. Again, I just have several questions that I am unable to get answers, so it is best to go to the source. Thank you.”

Discussion:

This is a large project. It would be another application type, what questions to include in those application types. Further discussion needed from the committee.

Action: Tabled, will review next cycle.

3. Consideration for an additional Continuing Education application type (proposal by Christopher Roche from Alvin Community College).

From the request:

“Has the Board discussed an implementation of a CE Apply Texas application that is shorter version than the existing one? Our CEWD division at ACC has requested to be able to use the existing Apply Texas application for their students, but it's really not conducive for their needs.”

Discussion:

Combine items 2 and 3 and take to the Strategic Planning committee and bring recommendations.

Action: Tabled, will review next cycle.

4. Request to add a question regarding the Texas school district the applicant lives in, if applicable (proposal by Laura Isdell at Lone Star College).

From the request:

“While the Texas residency questions help determine In and Out of State residency for institutions, community colleges must also determine In and Out of District residency. Currently the only way to do this through the 2-year application is by adding a custom question. I'd like to request ApplyTexas include a question such as "Select the Texas Independent School District (ISD) you reside in" with the option to then select any ISD in the state through a searchable list or map selection option to help the end user easily find their ISD.”

Action: added to Residency Recommendations.

5. Residency subcommittee recommendations reviewed

Discussion:

Multiple requests were reviewed, some items are medium to large projects.

- Match order and flow of core residency questions
- Explain the questions further/ more verbiage
- If 36/12 is selected, don't populate previous college

- End with pop-up message that tell the student their residency determination and directs to school for question. Some of these items can be completed this application cycle. Would need to have the recommendations to ApplyTX staff by May 19th.

Action: Recommendations to ApplyTX staff by May 19th. Larger items will be considered for next application cycle.