

**Texas Higher Education Coordinating Board
ApplyTexas Advisory Committee
November 13, 2023**

Meeting Notes

The Texas Higher Education Coordinating Board ApplyTexas Advisory Committee (ATAC) convened at 10:07 a.m. on November 13, 2023, with the following committee members attending: Tammy Adams, Callie Blakely, Tessie Bradford, Katrina Brent, Cynthia Hess, Laura Isdell, Maria Juarez, Dara Newton, Mary Pascarella, Kathryn Perez, Michael Sanders, Kristine Velasquez, Michelle Walker, Miguel Wasielewski, Lu Waterhouse, Beverly Woodson-Day, and Patty Young.

This was a virtual meeting, conducted online via Zoom.

Unable to Attend: Brian Armstrong, Jamie Hansard, and Priscilla Garza (*Student Representative*)

THECB Staff: Laura Brennan, Molly Gully, Claudette Jenks, Michael Kelly, Stephanie Perez, Wes Hansen, and Diana Foose

Deloitte LLC Staff: Chris Melendez and Ahadu Tilahun

AGENDA ITEM	ACTION
1. Welcome and Introductions	Claudette Jenks called the meeting to order at 10:07 a.m.
2. Overview of ApplyTX Committee Tasks	Claudette Jenks provided an overview of the committee's role on the advisory committee and discussed tasks and schedule for the year.
3. Decision and possible action to select Co-Chairs for 2023-2024 and 2024-2025 Academic Years	<p>Committee nominated Laura Isdell as Two-Year Institution Co-Chair for 2023-2024 and 2024-2025 Academic Years</p> <p>On motion by Michelle Walker, seconded by Beverly Woodson-Day, the Committee approved this item.</p> <p>Committee nominated Beverly Woodson-Day as Four-Year Institution Co-Chair for the 2023-2024 Academic Year.</p> <p>On motion by Michelle Walker, seconded by Laura Isdell, the Committee approved this item.</p>
4. Approval of minutes from the February 2, 2023, and June 14, 2023, Meetings	On motion by Dara Newton, seconded by Cindy Hess, the Committee approved this item.

<p>5. Update on progress of the new ApplyTexas</p>	<p>Chris Melendez provided an update on the status of the new ApplyTexas.</p> <p>Claudette Jenks shared information and tentative dates for the upcoming webinar series. Topics include an overview of the Student Portal, Technical Changes, Application Rollover, Support Services, and Training and Onboarding.</p>
<p>6. Discussion on New Proposed Changes to ApplyTexas Forms or Procedures</p>	<p>Claudette Jenks noted while ApplyTexas is in development the team will continue to collect and document recommended changes receive to be discussed after the launch of the new ApplyTexas application.</p>
<p>7. Discussion on Next Meeting Date</p>	<p>Committee members discussed preference for the next meeting to be last week of February. THECB Staff will send out a survey to determine a date.</p>
<p>8. Adjournment</p>	<p>On motion by Mary Pascarella, seconded by Patty Young, the meeting adjourned at 11:10 a.m.</p>

DRAFT