

**Texas Higher Education Coordinating Board  
ApplyTexas Advisory Committee  
February 2, 2023**

**Meeting Notes**

The Texas Higher Education Coordinating Board ApplyTexas Advisory Committee (ATAC) convened at 9:11 a.m. on February 2, 2023, with the following committee members attending virtually: Brian Armstrong, David Barron, Jennifer Beal, Andy Benoit, Callie Blakely, Cintia Cortez, Cynthia Hess, Maria Juarez, Kathryn Perez, Bianca Rodriguez, Stefanie Salazar, Michael Sanders, Michelle Walker, Miguel Wasielewski, Beverly Woodson-Day, and Patty Young

Unable to Attend: Andrés Arredondo, Mardell Maxwell, Lu Waterhouse, Amy Williams, and Priscilla Garza (*Student Representative*)

ApplyTexas Technical Team Members: Graham Chapman and David Muck

THECB Staff: Laura Brennan, Claudette Jenks, and Diana Foose

Other Virtual Attendees: Tammy Adams (new ATAC member nominee), Aaron Lemon-Strauss

<b>AGENDA ITEM</b>	<b>ACTION</b>
1. Welcome and Introductions	Andy Benoit called the meeting to order at 9:11 a.m.
2. Approval of Minutes from the November 2, 2022, Meeting	On motion by David Barron, seconded by Michelle Walker, the Committee approved this item.
3. Update on the future of ApplyTexas	<p>Claudette Jenks provided an update on the new ApplyTexas.</p> <p>Deloitte Consulting was selected to support and improve the ApplyTexas System user experience for students, counselors, and institution staff.</p> <p>ApplyTexas will be moving to a new platform in Spring 2024. The new platform will support both the application cycle for the academic year 2025-2026 beginning July 1st and the open applications for the academic year 2024-2025.</p> <p>Anticipated timeline:</p> <ul style="list-style-type: none"> <li>• Through March 2023, Deloitte will work closely with the UT Austin ApplyTX team on technical discovery as well as design synthesis.</li> </ul>

	<ul style="list-style-type: none"> <li>Beginning May 2023 through September 2023, Deloitte and THECB staff will gather feedback.</li> <li>By September 2023, all IHEs will be provided with the training environment and technical requirements for integration and launch.</li> <li>In Spring 2024 will be the Student-facing launch of the new ApplyTexas for all open applications.</li> <li>July 1, 2024: Student-facing launch of new ApplyTexas for all new applications.</li> </ul> <p>Aaron Lemon-Strauss, Product Manager, discussed ApplyTexas transition plan, answered questions, and noted other application enhancement recommendations.</p>
4. Update from Strategic Planning Subcommittee	Miguel Wasielewski reported committee activities paused until a new solution for ApplyTexas is determined. No updates.
5. Update from Communications Subcommittee	Andy Benoit reported committee activities paused until a new solution for ApplyTexas is determined. No updates.
6. Update for K-12 Collaboration Subcommittee	Jennifer Beal reported committee activities paused until a new solution for ApplyTexas is determined. No updates.
7. Update from Residency Logic Subcommittee	Amy Williams not present. No updates.
8. Update from ApplyTexas Technical Team	David Muck provided an update on the Technical Update. See attachment.
9. Discussion and Possible Action to Adopt New Proposed Changes to ApplyTexas Forms or Procedures	David Muck discussed the proposed changes to ApplyTexas. See attachment.
10. Discussion on Potential Agenda Items and Next Meeting	The committee discussed the next meeting dates. Coordinating Board staff will send out a poll to determine the next meeting time.
11. Adjournment	On motion by David Barron seconded by Callie Blakely, the meeting adjourned 10:41 a.m.

## ***Tech Team Update 2/2/23***

Graham Chapman – Assistant Vice Provost and Director of 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 2023 semester, we have seen an increase of 1% in total applications and a decrease of 3% in submitted applications compared to the same time last year
- All three of our main portals (applicant, administrator, and counselor) are now hosted in the cloud on Amazon Web Services. We have retired the legacy systems.
- We rolled out several new features over the course of the summer and fall including new reporting features and new self-service features for administrators.
- We are in the midst of an effort to retire the desktop version of Quick-n-Easy for Applications. We are planning to move that functionality to a web-based option. We plan to share a link to that portal soon

### ***Future cycle proposals and updates (David Muck):***

1. A request to make the Parent Information section not required for those schools that use it for application types other than Freshman/Two Year. (multiple applicants and schools)

**Action: Recommend to change to applications other than US Freshman and 2-year and don't make it required.**

### ***The following are carried forward from 11/2/2022***

1. A proposal to include the county code in the EDI transmitted (proposal by Houston Community College).

From the request: Can the county code be included/transmitted in EDI for address type Physical/current if address is TX and field is not left blank (local same as permanent)? Showing example below, student indicates different addresses, county code is only provided for permanent.

**Action: Although approved at last ATAC meeting, with the move to the new ApplyTX platform, this will be considered on new platform when it is released.**

2. A proposal to include Duolingo as one of the standard tests presented to applicants on the form (proposal by St. Edward's and University of Houston).

From the request: "We request an additional test option be added to the Education Background/Test Information section for applicants to select Duolingo. This will allow for University of Houston undergraduate admission to accept Duolingo scores to waive the English Language Requirement."

**Action: Withdrawn**

3. A proposal to allow applicants to self-report their best test score(s). (proposal by St. Edward's University)

From the request: "Additionally, is it possible to allow students to self-report their best scores for each of the test score dates/sections they indicate they have taken?"

**Action: Tabled – gather more information**

4. A proposal to require the gender question on the application to comply with state reporting requirements. (proposal by Dallas College)

From the request:

"When a student is not required and does not select a gender on the ApplyTX application a 'U' is delivered instead of 'M' or 'F'. Dallas College is using Colleague and when 'U' is input into the gender field the functional user is unable to save out of the screen after making modifications to the application screen RGPE."

**Action: Tabled –sending recommendation to THECB staff for review.**

5. A proposal to add consent language to allow a student to provide consent to get student's TSIA scores. (proposal by McClennan Community College)

**Action: Tabled – further discussion needed**