

# Institutional Effectiveness Monthly Report



TEXAS TECH UNIVERSITY  
Office of Planning & Assessment

## December 2022



PROMOTE SUCCESSFUL ASSESSMENT INITIATIVES ACROSS CAMPUS

### House Bill 2504 Compliance Letter

Each even-numbered year, Texas Tech University prepares a letter to be sent to the Capitol regarding compliance with Texas House Bill 2504. Below is the letter sent 12/16/2022 for receipt by January 1<sup>st</sup>, 2023.

#### **2022 Compliance Report for Internet Access to Course Information Texas Tech University January 1, 2023**

Texas Tech University submits the following report documenting compliance with all provisions and rules related to Texas Education Code 51.974, legislation and subsequent rulings by the Texas Higher Education Coordinating Board. Please note that a departmental operating budget for each undergraduate classroom course is not available.

### Overview

Texas Tech University's Internet Access to Course Information was launched August 13, 2010 and has been continuously located at <http://www.ttu.edu/courseinfo/>. The website is one link from the TTU home page ([www.ttu.edu](http://www.ttu.edu)) and is informative and easily navigated:

- Search by Instructor, Course, and Keyword to access Instructor CV information and Course Syllabi
- Welcome statement from TTU President Lawrence Schovanec

- Link to Work Study Employment and Current Job Opportunities
- Link to Cost of Education through Student Financial Aid
- Link to student course evaluations of faculty for undergraduate classroom or online courses

### **Website Requirement**

*Texas Tech University fully meets Texas Education Code 51.974's compliance standards.*

The Internet Access to Course Information website has the following characteristics:

- Information is accessible from the TTU homepage by use of not more than three clearly marked links
- Searchable by keywords and phrases
- Instructor CV information, including Education, Experience, and Significant Works
- Website is assessable without registration or use of a username, a password, or another user identification
- Information is available within seven days of a course being offered, updates daily, and is available for at least two years after it is posted

## **Responsible Administrator Requirement**

*Texas Tech University fully meets Texas Education Code 51.974's compliance standards.*

Dr. Darryl James, Professor and Vice Provost for Institutional Effectiveness, is Texas Tech University's administrator responsible for implementing Internet Access to Course Information. The Office of Planning and Assessment is responsible for oversight of the institution's website, ensuring participation and support, and submitting a compliance report not later than January 1 of each odd-numbered year. Additional information regarding TTU compliance can be found in Appendix A: Compliance Trends.

## **End of Course Evaluation Requirement**

*Texas Tech University fully meets Texas Education Code 51.974's compliance standards.*

End of course evaluations of faculty are conducted for all TTU faculty for undergraduate and graduate courses per OP 32.32. Evaluations were first made publicly available on the institutional website in spring 2011. The link to the evaluation search is located at <http://www.ttu.edu/courseinfo/evals/>.

## **Internet Access to Course Information Usage**

From September 1, 2021 through August 31, 2022, the Internet Access to Course Info website received 62,267 pageviews, of which 16,940 were unique. Returning users comprised 44% of pageviews and new users comprised 40% of all visits. The majority of users, 81.2%, utilized a desktop computer. A mobile device, such as a cell phone or tablet, was used by 18.8%.

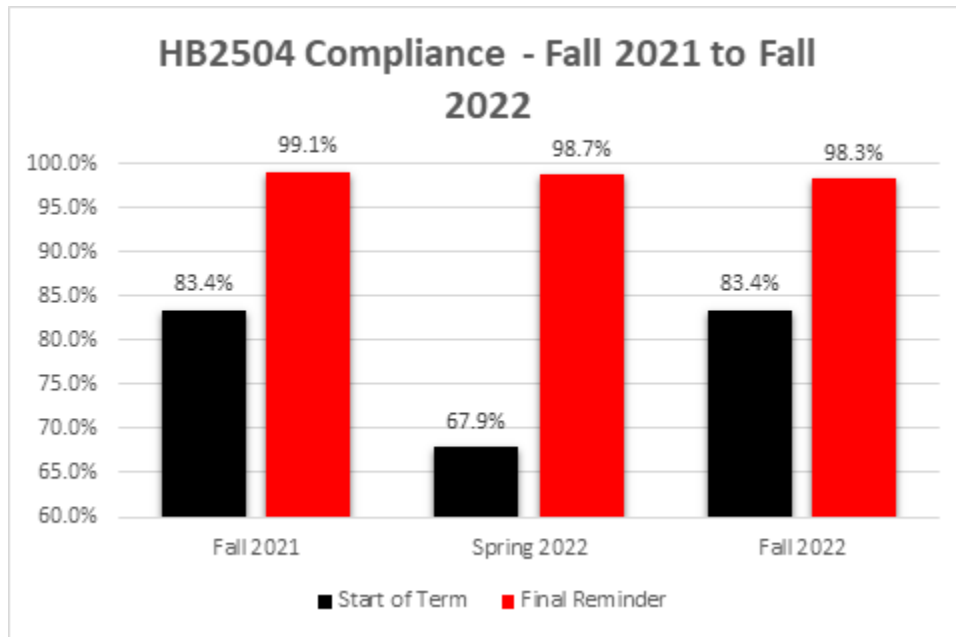
## **Appendix A: Compliance Procedures**

Continued compliance with Texas Education Code 51.974 is a top priority for Texas Tech University. We begin each term by triggering an automated process to create and import course information for faculty. This allows for quick upload through the use of Faculty Success, which is a software program that outputs to our Internet Access to Course Information website.

Communication regarding faculty compliance occurs in New Faculty Orientation sessions and via email to departments prior to the start of each term. Our aim is to remind Department Chairs and Deans of the requirements of Texas Education Code 51.974 prior to the start of courses and regularly communicate through the 7<sup>th</sup> class day. During this time, compliance lists and names of those with outstanding requirements are sent to Department Chairs and after some time for response and correction, the updated report is forwarded to Deans. Below is an example of the past three long terms at Texas Tech from the start of the term to the end of the term.

## Appendix A

### Faculty Compliance - Fall 2021 to Fall 2022



To answer any questions regarding Texas Tech's compliance with Internet Access to Course Information, please contact Dr. Jennifer Hughes, Managing Director, Office of Planning & Assessment via email at [jennifer.s.hughes@ttu.edu](mailto:jennifer.s.hughes@ttu.edu).



## EDUCATE: TEACH OTHERS ABOUT THE VALUE OF ASSESSMENT

### **Core and Multicultural Curriculum Data Collection**

OPA will administer the Spring 2023 Core Curriculum data collection from April 17<sup>th</sup> through May 12<sup>th</sup>. We have further streamlined the data submission process by including all relevant information for the instructor based on the courses they are teaching, and the corresponding rubrics attached to each course. This eliminates the need for extensive branching logics, allows instructors teaching multiple CMC courses to submit all data in one survey, and provides a quick way to follow up with faculty that are having issues or have missed deadlines. Unfortunately, we continue to have issues where some instructors are not receiving the Qualtrics email, or the email ends up in their junk folder. We are working with IT to come up with a solution, but it's impossible for our office to determine whether the emails are being received successfully. The Spring 2022 administration will continue until May 12<sup>th</sup> with follow-ups until May 23<sup>rd</sup>. Our data collection has continued to improve each semester, with better response rates, fewer issues faced by instructors, and overall better data quality.

### **NSSE**

Our preparation for the 2023 NSSE continues as we work with other offices on campus to get needed information for the survey. This has required more work as Indian University has included IRB approval processes for NSSE incentives and messaging. We have met deadlines for initial materials, such as messaging, administration dates, and the student population file. We plan to work with IT to ensure students successfully receive the NSSE emails without being flagged or sent to the junk folder. We are also working with eLearning to get reminders on Blackboard, which provided a significant bump in response rates in 2021. In 2021, the Office of the President sent an email to participating students, encouraging them to complete the NSSE because of how it would help TTU, and we hope to have such an email sent again in the spring. The NSSE administration will begin on March 1<sup>st</sup> and continue with weekly reminders until March 28<sup>th</sup>. The survey officially closes on May 14<sup>th</sup>, although most responses are received during the month-long messaging period. OPA also selected two additional modules to be used with the NSSE: Inclusiveness & Engagement with Cultural Diversity, and Mental Health & Well-being. After our successful 2021 administration, we hope to increase the response rate and provide more accessible data to staff and faculty.



## AWARENESS: ADVANCE ASSESSMENT-RELATED INITIATIVES ON CAMPUS

### **NSSE**

OPA continues to facilitate the university's QEP Topic Identification Committee. Our next monthly meeting is January 24 at 1:00PM.