



TEXAS TECH UNIVERSITY
Office of the Provost

Office of Planning & Assessment

Institutional Effectiveness Weekly Report

January 13, 2017

The Office of Planning and Assessment reports its weekly activities and contributions toward Texas Tech University's institutional effectiveness efforts and departmental objectives.

OUTCOME 1: Texas Tech will be found in compliance with all external accrediting agencies and State of Texas mandates

- OPA staff have nearly finished a document that lists all SACSCOC notifications that were submitted during the 15-16 academic year, and pending notifications for the 16-17 academic year. This document, updated through January 10, 2017, will be submitted as required evidence for Texas Tech's Fifth Year Interim Report. This report will be shared in next week's IE report.
- A College-Level Actions for Improvement Report is currently being compiled from 15-16 actions for improvement.
- The first set of results were received from the Core Curriculum Annual Report. These data are being entered into TracDat.
- On December 12, 2016 the THECB published research and development expenditures for FY 2016 for Texas universities. Texas Tech reported a total of \$140,220,522 plus \$7,900,761 in indirect costs and \$18,372,924 in capital outlay for a grand total of \$166,494,207 expended in research and development for FY 2016. Engineering reported the highest expenditures at \$36,866,505 and Arts and Humanities reported the lowest at \$46,427.
- A report titled "Texas Student Loan Default Prevention and Financial Aid Literacy Pilot Program" was released on the THECB website. For 2016, the Pilot Program reported:
 - There were large knowledge gains from the Pilot's Student Financial Education feature.
 - Over 3,300 Texas students participated in an in-person student financial education session.
 - Over 750 Texas students completed an online financial education session.
 - Over 80 in-depth financial coaching sessions were completed.
 - Pilot features earned high customer satisfaction ratings from students participating in the features.

Texas Tech University is not included in the pilot. However, Texas postsecondary students need strong support in order to make effective, better informed financial choices about how to go to college and how to avoid student loan default. The Pilot will continue to generate insights on how to achieve this goal most effectively.

✦ Faculty Credentialing Activity

(Number of Logins)	1 Week	1 Month	6 Months	1 Year
Activities Database - University (71,549)	2,028	5,847	30,441	72,975

Request #	Date Opened	Title	Status	Date Closed
2	6/10/2016	Modify COHS Annual Report	1-9-17: OPA staff have not heard from the COHS about this report, but we assume it is working correctly. If we do not hear from them by the end of January, we will close this request.	
3	6/10/2016	Add Individual Contribution Functionality to Contracts/Grants Screen	10-10: DM said we can't have some colleges doing this and other not--all will have to do it// This request is related to Request #2 and is being managed with it.	
4	7/17/2016	Nutritional Sciences Merit Report	1-12-17: BAT will meet with John Dawson on 1-13 to gain his input on the lines that may require	

			additional work.	
14	10/14/2016	Raiders Engaged/Outreach Engagement Trial Data Import	1-12-17: OPA is still gathering data from RE. We will submit a second data import to DM by early next week.	
17	12/6/2016	Annual A & S Faculty Report (with chair's feedback and signatures)	1-12-17: Randy McBee reported that he met with his chairs and they seem to be pleased with the progress. The updated DM report should be available today. OPA will test the report, then it should be ready for A&S.	
18	12/22/2016	Update Report Dates	1-12-17: DM indicates this request should be complete by 1-17. 12-22: OPA request that report dates default more appropriately for the Curriculum Vitae, Proofing Report, and Publications reports. This should be a quick and easy fix.	

19	1/3/2017	Add "Graduate Advisor" to drop-down menu under Administrative Assignments	1-3-2017: The School of Theatre and Dance requested this. OPA submitted a DM work request and it is slated for completion on 1-17.	
20	1/9/2017	Updates to "Directed Student Learning" screen	1-9-2017: At the request of the Dept. of Agricultural and Applied Economics, OPA asked DM to make additions in the "Teaching" section to the "Directed Student Learning" screen as follows: 1) To the "Involvement Type" drop down, please add "Chair", "Co-Chair", and "Committee Member;" 2) To the "Degree in Progress" drop down, please add "MAB." Expected completion of this work request is 1-23.	
21	1/9/2017	Add "Patents" to reports	1-9-2017: The Dept. of Electrical and Computer Engineering requested that a new section, "Patents" be	

			<p>added to the "ABET Faculty Vitae," "Curriculum Vitae," and "Graduate Faculty Application reports." Expected completion of this work request is 1-23.</p>	
22	1/10/2017	<p>New Screen Link: Evaluation Data for Distance Education Courses</p>	<p>1-10-2017: OPA discovered that course evaluation data for distance education courses changed from that of face-to-face courses. Therefore, we need to add a new link to the "Scheduled Teaching" screen. This will go between "Click here for Evaluation Data" and "Click here for Evaluation Data Prior to Fall 2014...". This new link will be called, "Click here for Evaluation Data for Distance Education Courses." Also, we asked to change the name of the link "Click here for</p>	

			<p>Evaluation Data" to "Click here for Evaluation Data for Face-to-Face Courses" and the box that pops up from "Evaluation Data" to "Evaluation Data for Face-to-Face Courses." Expected completion of this work request is 1-20.</p>	
23	1/10/2017	<p>Separate Books and Book Chapters in "Core Faculty Publications (COE)"</p>	<p>1/10/2017: OPA staff met with Larry Hovey with the College of Education. He explained that there is a big difference between writing an entire book as compared with a book chapter. Therefore, this work request was created to address this issue. Expected complete of this work request is 1-25.</p>	

OUTCOME 2: The Office of Planning and Assessment will contribute to the Office of the Provost's institutional planning processes

- ✦ OPA staff will continue to provide support for the remaining campus-wide strategic planning forums. Dr. James has stated that a final report is unnecessary. Therefore, OPA has archived all focus group notes and transcriptions to the office's shared drive.
- ✦ At OPA's retreat, the staff decided to eliminate Outcome 2 as part of its departmental strategic plan. OPA will continue to provide administrative support and consultation to the strategic planning process, but it will not be a primary office activity.
- ✦ The Raiders Engaged survey officially closed on Friday January 6th. Final data is currently being analyzed and final strategic planning outreach and engagement numbers will be provided to Dr. Darryl James by close of business on January 13th.
- ✦ Incentives for CAAP have been secured for seniors who will be participating in spring testing. OPA is going to award the remaining Hospitality Services gift cards from the fall administration, along with two scholarships and 10 vouchers for caps and gowns. Two instructors are confirmed for spring testing, and follow-up emails will be sent next week once faculty return to campus.
- ✦ Reports are being created for each SSL based on the feedback that was received from the Peer Review Committee. Once reports are completed, OPA staff will meet with each SSL director during the months of February and March to deliver feedback and recommend improvements for the next reporting cycle.

OUTCOME 3: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations

- ✦ At the OPA retreat, staff decided to re-start the process of gathering feedback on Chair Visits and Degree Program Coordinator Visits. An existing online survey has already been created, but the office needs to determine a process for ensuring that data are routinely collected.
- ✦ A meeting was held with Agricultural Communication faculty to discuss and explain their PAR analysis.
- ✦ Several Chair Meetings were held this week and last week. The following departments met recently with OPA staff regarding assessment: Architecture, Kinesiology and Sport Management, History, and College of Education.
- ✦ OPA is preparing a customized DigitalMeasures training session for new faculty in the College of Education. This session is scheduled for January 18.
- ✦ A modified New Faculty Orientation schedule will be offered on January 18. This event is in coordination with the TLPDC.
- ✦ Several non-TAN training sessions will be offered in the Spring 2017 semester. These sessions have yet to be scheduled and finalized.
 - ✦ January 24 & January 25 – Betty Ann and Becky will be offering drop-in DM and TD training

- ✦ February 28– Emerging Trends in Assessment (Craig) – Kahlie to schedule in ADM 244
- ✦ March 7 & March 8 - Betty Ann and Becky will be offering drop-in DM and TD training
- ✦ April 19– Implications of Revised SACSCOC Principles (Jennifer) – Kahlie to schedule in ADM 244
- ✦ May – Findings from Raiders Engaged Administration (Libby and Birgit) – Kahlie to schedule in ADM 244

In addition to direct contributions toward the departmental goals, OPA continues to focus on continuous improvement measures.

- OPA held its staff retreat on Wednesday, January 11. The office discussed its plans for the Fifth Year Interim Report, and it also identified methods for ensuring that the staff meets its professional development goals. Some of these goals include:
 - Learning more about assessment theory and practice
 - Exploring more advanced analytics
 - Becoming a certified DigitalMeasures administrator
 - Pursuing an additional graduate degree
 - Completion of an undergraduate degree
 - Being on time to meetings
 - Creating ways to find “margin” so that the Fifth Year Interim Report process is smooth
 - Locating opportunities for the office to maintain and build cohesion – we have assembled an office team called Mission SlimPossible to join the Rec Center’s New Year’s Fitness program.