Institutional Effectiveness Weekly Report
March 16, 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

✦ Substantive Changes that were added to the Master Sub Change spreadsheet:

Reduction in semester credit hours- PHD in Agricultural Communications and Education (CASNR)	Feb. 2017	Reduction in semester credit hours from 72 to 60. Implementation date-January 2017.
Reduction in semester credit hours- MS in Petroleum Engineering (Engineering)	Feb. 2017	Reduction in semester credit hours from 33 to 30. Implementation date- August 1, 2017.
Increase in semester credit hours- MS in Marriage and Family Therapy (Human Sciences)	Feb. 2017	Increase in semester credit hours from 36 to 65 (non-thesis) or 69 (thesis). Implementation date- September 2016.
Reduction in semester credit hours- Master's in Environmental Engineering (MENVEGR)	Feb.2017	Reduction in semester credit hours from 36 to 31. Implementation date- January 1, 2017
Name Change- Area of Marketing	TBD	Area of Marketing will change to Area of Marketing and Supply Chain Management

✦ Faculty Credentialing Activity
  • At the request of the Landscape Architecture Department, OPA staff prepared an Excel spreadsheet mock-up that might be used to import CV information. We are not positive the process will work, especially with the amount of detail DM can include. OPA staff will discuss this with Chair Eric Bernard.
  • OPA staff informed Dr. David Roach of the solution IT deployed on March 9 to correctly order authors in Public Access to Course Information (PACI) as it is entered in DigitalMeasures. Dr. Roach noticed that some publications are not appearing on PACI at all now. IT was informed and we await word of a solution.

Request #	Date Opened	Title	Status
35	2/10/2017	Revise "Core Faculty Publications" to separate	3-1-17: OPA staff will publicize this report revision after

		books and book chapters	spring break.
38	2/23/2017	Error Message in "Annual Faculty Report for College of Engineering:	3-14-17: DM reported that they haven't been able to replicate the issue on their end. They suggested it isn't realistic or necessary to get a comprehensive list of every end-user configuration. However, without information for at least one person experiencing the issue, DM cannot troubleshoot. This issue may have to be closed without resolving. 3-13-17: Dr. Giesslemann indicated that the report is being run by about 20 faculty members who are using different computer equipment and software. Therefore, it is hard to pinpoint what the problem might be. Dr. Giesslemann said that the annual report process is finished for this year and the error message isn't a big deal.
39	2/28/2017	Report Options for "Annual Faculty Report" and "Annual A & S Faculty Report"	3-16-17: DM made the correction. The footers are working correctly. This work request can be closed. 3-15-17: Another problem surfaced. Faculty names appearing in footnotes for the "Annual A&S Faculty Report (with chair's feedback and signatures)" so that the footnote name does not match the report name. DM is working on a solution. In the meantime, chairs can pull the report so that footnotes are correct if they select each individual rather than run the report for the entire department. OPA has offered to assist chairs if they would like. 3-14-17: Problems came up because of this change to the report. The logic is not working. When chairs try to pull the "Annual A&S Faculty Report (with chair's feedback and signatures)," they are coming up with a blank page. After consultation with DM, it was determined that the report wraps off of another report, so logic had to be added in the above referenced report so that the parameters are the same. The report then worked correctly. 3-13-17: DM completed the work request. Dr. Toda seemed pleased and indicated it was working. The request can be closed.
40	3/1/2017	Change Title of Faculty/Staff List Report	3-13-17: The report title is updated. This work request can be closed.
41	3/3/2017	AACSB Data Completeness	3-16-17: Expected completion of this work request is Mar. 17.
42	3/15/2017	Change Department Name to "Industrial, Manufacturing, and Systems Engineering"	2-20-17: Interim Chair, Dr. Hong-Chao Zhang, made OPA aware of the change of the name of the department and asked that it be updated in DigitalMeasures whenever it is convenient. OPA staff turned in the work request on 3-15-17.

- DigitalMeasures Usage Statistics

(Number of Logins)	1 Week	1 Month	6 Months	1 Year
Activities Database - University (124,877)	939	5,727	59,008	74,887

OUTCOME 3: The Office of Planning and Assessment will continually monitor the university's compliance with laws, policy statements, and policies deriving from the State of Texas, THECB, and SACSCOC

- ✦ THECB
  - • A quick start guide to the Texas Higher Education Accountability System was released in March by the THECB. The System is organized around the goals and targets of *60x30TX* and provides an introduction to the System. Information is included about how to navigate the site, locate and retrieve data, and access additional resources. The homepage is available at www.txhigheredaccountability.org. Users can select the higher education sector they are interested in viewing, then select one of the four goals of *60x30TX*, view the reports, and filter the reports. The site is also interactive to provide customizable reports. For example, here is 1) a TTU custom report showing graduation rates for two-year first-time transfers to a university, and 2) the data manipulated.

Graduation Rates for Two-Year First-Time Transfers to a University

DimYear	InstTypeList	InstList	TwoYearSCHDesc	GraduationDesc	Count
2014	Public Universities	Texas Tech University System	30 or More SCH	Did not graduate	739
2014	Public Universities	Texas Tech University System	30 or More SCH	Graduated	807
2014	Public Universities	Texas Tech University System	Less than 30 SCH	Did not graduate	404
2014	Public Universities	Texas Tech University System	Less than 30 SCH	Graduated	326
2015	Public Universities	Texas Tech University System	30 or More SCH	Did not graduate	704
2015	Public Universities	Texas Tech University System	30 or More SCH	Graduated	850
2015	Public Universities	Texas Tech University System	Less than 30 SCH	Did not graduate	405
2015	Public Universities	Texas Tech University System	Less than 30 SCH	Graduated	336
2016	Public Universities	Texas Tech University System	30 or More SCH	Did not graduate	725
2016	Public Universities	Texas Tech University System	30 or More SCH	Graduated	886
2016	Public Universities	Texas Tech University System	Less than 30 SCH	Did not graduate	402
2016	Public Universities	Texas Tech University System	Less than 30 SCH	Graduated	298

Graduation Rates for Two-Year First-Time Transfers to Texas Tech University

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2014	30 or More SCH	Did not graduate	739
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OUTCOME 4: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations

✦ Current longitudinal results for existing OPA administered satisfaction surveys:

OPA Follow Up Survey

Selected questions	4 pt. scale
I feel that this meeting was worth my time.	3.80
OPA answered my questions clearly and appropriately.	3.87
OPA is providing the resources and assistance I need to meet the institution's reporting expectations.	3.76

DigitalMeasures Work Request Follow Up Survey

Selected questions	4 pt. scale
My new issue with DigitalMeasures proceeded accurately and timely.	3.63
OPA staff answered my questions clearly and appropriately.	4.00
OPA and DigitalMeasures are providing the resources and assistance I need to meet the institution's reporting expectations.	4.00

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

✦ Starting on Monday, the IT Team Web Department will begin converting our website into the new 2017 template. Our site will be "frozen" for a few days, meaning no changes can be made to it, but it <u>will still be live and usable</u>. Hopefully, by the end of next week, the site will be completed and we will work on some small details before we "release" our updated website with a postcard or an e-card.

✦ On Monday, March 13, OPA staff met with Dr. Darryl James and Ms. Jessica Williams to discuss strategies for improving services to new faculty. OPA staff reiterated the benefits of early contact with new faculty. Jessica Williams agreed to send Betty Ann Thomas the list of incoming faculty and their corresponding email messages. OPA staff will then reach out to these new faculty **ahead** of New Faculty Orientation.

✦ WTAC developments
   o At a staff meeting on March 16, OPA decided to make a statement on the conference website that supports our efforts to "go green." In addition, we will take measures to reduce waste at the conference.
   o David Villarreal and Rick Haasl have both agreed to submit a conference proposal to WTAC. Three other proposals have been submitted via the website.
   o OPA staff have decided on three additional panel discussion topics and we are thinking about people who could be on those panels. The proposed panels are: Issues in Distance Education Assessment, Faculty Perspectives on Assessment: Action in Assessment, and Special Topic: Assessing Student Disability Offices.

✦ Active Shooter Refresher Training: At OPA's request, TTU PD visited OPA on Tuesday, March 14 for refresher training. TTU PD reviewed ADD- **A**void the confrontation, **D**eny access to your location, and **D**efend yourself. We discussed blocking entrances, locking doors, closing blinds, and turning off lights as a few ways to hopefully keep an active shooter from entering our office space. We also learned how to properly use a tourniquet.

✦ Two proposals were sent for the SACSCOC Annual Meeting: *Preparing a Monitoring Report for CS 3.3.1.1* and *Establishing and Institutional Effectiveness Framework: Course Correction and a Look at the Before & After*.