



TEXAS TECH UNIVERSITY  
Office of the Provost

## Office of Planning & Assessment

### Institutional Effectiveness Weekly Report March 24, 2017

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

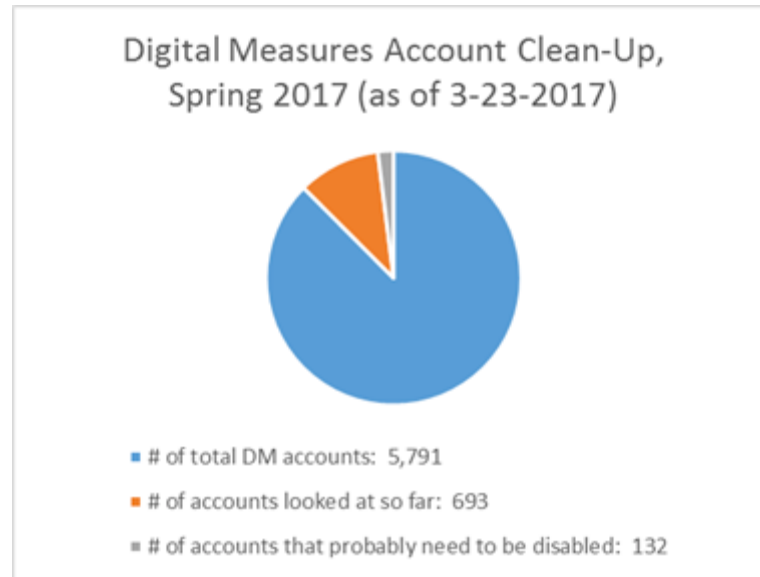
#### **OUTCOME 1: Texas Tech will be found in compliance with all external accrediting agencies and State of Texas mandates**

- ✦ On Monday, March 20, the Office of Planning and Assessment contacted nineteen departments regarding disciplinary accreditation documentation, referred to locally as Accreditation Across Campus. Individuals were informed that our records indicated that documentation was outdated and needed to be updated. Individuals were asked to complete a short survey if records required updating. Many have responded and the OPA website will be updated next week. The purpose of this process is to maintain compliance with SACSCOC CS 3.13.1 which states, "Any institution seeking or holding accreditation from more than one U.S. Department of Education recognized accrediting body must describe itself in identical terms to each recognized accrediting body with regard to purpose, governance, programs, degrees, diplomas, certificates, personnel, finances, and constituencies, and must keep each institutional accrediting body apprised of any change in its status with one or another accrediting body."
- ✦ Faculty Credentialing Activity
  - ✦ OPA staff met with Dr. Jason Rinaldo of the Rawls College of Business as we continue to work on AACSB reports that will be pulled from DigitalMeasures. A new AACSB faculty audit report is available in DM and Dr. Rinaldo believes this will be very useful and time saving. Action items now include cleaning up the DM faculty list, importing merit information from the Excel spreadsheet that the College of Business has prepared to DM, and finishing other data input.
  - ✦ Prof. Mitzi Ziegner with the Human Development and Family Studies Department requested several years' worth of course evaluation information from DigitalMeasures. This is to be included in an application for an award for which she has been nominated. Unfortunately, DM does not currently have a report of this kind, so DM and OPA staff queried the data and prepared the report. Prof. Ziegner appreciated the effort and said it will work very nicely. OPA staff discussed the possibility of working with TTU's IR to have a report of this type available for all faculty needing course evaluation information.

Request #	Date Opened	Title	Status
35	2/10/2017	Revise "Core Faculty Publications" to separate books and book chapters	3-24-17: OPA staff will notify Assistant Deans and Department Chairs by email about the separation of books and book chapters in the "Core Faculty Publications" report. This request can be closed.
38	2/23/2017	Error Message in "Annual Faculty Report for College of Engineering:	3-21-17: We closed the work request and noted that we will revisit the issue in November with Dr. Giesselmann to see if the problem continues to exist.
41	3/3/2017	AACSB Data Completeness	3-17-17: DM loaded the new report for TTU and provided explanation as to how the report works. The report is available for all College of Business faculty and administrators. OPA demonstrated the report to Dr. Jason Rinaldo and he believes it will be very valuable as AACSB reports are used. He plans to demonstrate these to the new College of Business Dean, Margaret L. Williams, when she arrives in April. This work request can be closed.
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. This work request is expected to be complete on Mar. 29.
43	3/21/2017	Change Department Name to "Marketing and Supply Chain Management"	3-21-17: The Marketing Department has a new name and it needs to be updated to "Marketing and Supply Chain Management. This work request is expected to be complete on Apr. 4.
44	3/22/2017	ABET Professional Leadership report	3-22-17: OPA staff worked with Electrical and Computer Engineering faculty and staff to create this report which will be used by several engineering departments for the ABET accrediting cycle. Expected completion is 4-5.
45	3/22/2017	Add "In Development" to field	3-22-17: Dr. Ernest Smith with the Environmental Toxicology Department informed OPA that there should be an additional choice in the "Current Status" field of the "Contracts, Grants, & Sponsored Research" screen. "In Development" will be added. Expected completion is 4-5.
46	3/22/2017	New Report: "Curriculum Vitae 2 (includes pending grants)"	3-22-17: Dr. Ernest Smith also asked that the "Curriculum Vitae" report print 'pending' and 'in development' grants, not just 'awarded'. OPA staff discussed this request and believe a second CV report should be created to allow faculty to print the report with or without this additional information. The new report should be completed by 4-5.

- DigitalMeasures Usage Statistics

(Number of Logins)	1 Week	1 Month	6 Months	1 Year
Activities Database - University (124,877)	470	3,630	58,472	74,881



- The chart above demonstrates our office's progress to identify DigitalMeasures accounts that can be either disabled or deleted.

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

- ✦ Final CAAP preparations are underway before testing begins on Monday. OPA staff presented at two MKT 4385 courses on Tuesday to encourage student participation. OPA also sent a marketing email to all senior students and has partnered with an additional 6 courses to market the CAAP to senior students. OPA is also placing an ad in the Daily Toreador that will run three days next week in hopes of further boosting participation. OPA staff have been briefed on changes in the testing procedure for this administration.
- ✦ OPA has received access to Qualtrics and the Online Senior Assessment. The survey has been updated for the spring 2017 semester and Mary Elkins provided a contact list of current seniors with 90 or more credit hours. The contact list will be

loaded into Qualtrics and the survey will be sent on April 3<sup>rd</sup>, with periodic reminders until it closes on May 1<sup>st</sup>.

- ✦ Outreach and engagement data from the Raiders Engaged survey is beginning to be analyzed in preparation for the final report this spring. An institutional summary dashboard, which will highlight the overall impact of TTU's outreach and engagement efforts, is nearing completion. College level dashboards will be reworked to better represent the data on a smaller scale.

**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

- On March 21, 2017, the THECB released a Dual Credit Education in Texas interim report and made it available for public comment. The purpose is to research dual credit programs and inform policy makers and stakeholders whether these programs need to be reformed. Since 2000, Texas has experienced 650 percent growth in the number of high school students enrolling in dual credit education. The THECB urges educators, political leaders, and other interested Texans to comment on the report so that the final version will be as comprehensive and accurate as possible. The report is available for public comment through April 17, 2017 and is posted on the Coordinating Board's website, [www.thecb.state.tx.us](http://www.thecb.state.tx.us).
- A spring 2017 Lower-Division Academic Course Guide Manual (ACGM) is available from the THECB. This is the official list of approved courses for general academic transfer to public universities that may be offered for state funding by public community, state, and technical colleges in Texas. This edition incorporates revised course descriptions and new learning outcomes. Selected courses in Dance, Music, and Developmental Education are revised. Other changes include removal of courses that were under review for two years. Courses listed in the ACGM may be offered and reported for funding without requesting approval from the THECB.

**OUTCOME 4: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations**

- ✦ College Level Actions for Improvements Report has been sent to the Dean of the College of Arts and Sciences. All department chairs in Arts and Sciences have been given the report for their specific department. All other Colleges will receive their reports by the end of next week. The reports will be helpful when updating each degree program's assessment plan.
- ✦ Associate Deans from each college have been contacted with details regarding the establishment of the Assessment Liaison Committee. Possible members from each college were suggested to each Associate Dean, and eight members have already been selected.

OPA is currently in the process of emailing proposed committee members and setting up the first meeting. We are still awaiting responses from some Colleges.

- ✦ The Spring 2017 Tech Assessment Network (TAN) meeting was held on Wednesday, March 22. Dr. Talal Gamadi and Dr. Jason Rinaldo served as presenters.
- ✦ Dr. David Roach requested exemplar annual assessment reports from 2015-2016 for the College of Arts & Sciences. His goal was to identify top performing programs. The following programs were identified based on Highly Developed ratings for each component, the designation of exemplar report, and specific comments:
  - Geosciences- Geography (BA)
  - Geosciences- Geography (BS)
  - History- History (BA)
  - Psychological Sciences- Counseling Psychology (PhD)

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

- ✦ The OPA website is locked while it is being converted by TTU IT to the new institutional template. The site is active, but uneditable until the conversion is complete early next week.