



TEXAS TECH UNIVERSITY
Office of the Provost

Office of Planning & Assessment

Institutional Effectiveness Weekly Report

June 23, 2017

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

The Office of Planning and Assessment continues to make improvements toward its internal assessment processes. We want to be an exemplar office for demonstrating how our office uses assessment data to drive improvement efforts. Using feedback from the last Support Service Level review, OPA is implementing a number of new formalized assessment methods beginning September 1, 2017. The new methods are outlined in this week's Weekly Report in the form of a revised OPA Strategic Plan. It includes a new set of Operational Objectives with primary and supplemental assessment methods. The primary methods of assessment will be what is reported annually to the institution. They strive to be more quantitative and objective. The supplemental methods of assessment can be used for the annual report as well, but will be included in the OPA Annual Report. These methods of assessment are more subjective and qualitative.

Office of Planning and Assessment 2017-2018 Operational Outcomes and Assessments

OUTCOME 1: The Office of Planning and Assessment will contribute to Texas Tech University's ongoing compliance with all external accrediting agencies and State of Texas mandates.

Methods of Assessment

OPA will submit all required SACSCOC documentation and report status of compliance.

Criterion: Formal acknowledgement from SACSCOC of compliance (annual assessment will utilize an internally developed rubric).

OPA will successfully facilitate the University Level Institutional Effectiveness Committee based on an analysis of meeting minutes.

Criterion: Qualitative review of IE Committee minutes will demonstrate sufficient actions were taken (annual assessment will utilize an internally developed rubric).

OPA will successfully facilitate the Support Service Level Institutional Effectiveness Committee based on an analysis of meeting minutes.

Criterion: Qualitative review of SSL Committee minutes will demonstrate sufficient actions were taken (annual assessment will utilize an internally developed rubric).

OPA will manage the Core Curriculum Annual Report, including TracDat entry and facilitation of Core Curriculum Committee Review and report level of satisfaction by the Core Curriculum Committee.

Criterion: The Core Curriculum Committee will rate OPA's contribution toward the assessment of TTU's Core Curriculum as "Very Valuable".

Supplemental Assessment

OPA will contribute to the successful facilitation of the assessment of the Quality Enhancement Plan and report qualitative review of assessment activity and recommendations.

Criterion: Report contributions toward QEP assessment activity.

OPA will manage faculty credentialing documentation within DigitalMeasures and report status.

Criterion: Successful submission of the Annual Comprehensive Standard 3.5.4 Report.

Criterion: Transcript management processes will provide up to date data as requested to the Office of the Provost.

OPA will manage the formal documentation of TTU's Substantive Change documentation and report status.

Criterion: Successful submission of the Annual Substantive Change Report.

OPA will manage the formal documentation of TTU's disciplinary accreditations and maintain Accreditation Across Campus.

Criterion: The Accreditation Across Campus website will demonstrate that all disciplinary accreditations are up to date on reporting status of accreditation.

OPA will administer needed institutional assessments required for documentation and decision-making and provide analysis and reporting of findings.

Criterion: OPA is not responsible for student growth along institutional assessment domains, however, a general increase in student learning can demonstrate that information is useful for decision-making. OPA's primary assessment is limited to administrative outcomes.

OUTCOME 2: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations.

Methods of Assessment

OPA will provide multiple training opportunities for faculty and staff and report satisfaction survey results for the following areas: software training, SSL feedback consultations, in-office trainings, departmental feedback consultations.

Criterion: OPA will reach and maintain an overall 3.5 on a 4.0 scale for all survey results.

OPA will offer multiple developmental opportunities for faculty and staff to improve institutional assessment activity (i.e. - TTU Assessment Network and OPA Learning Series) and will report findings from findings from qualitative surveys administered during trainings.

Criterion: OPA will report a qualitative review that demonstrates that OPA is improving the culture of best practice assessment throughout the university (annual assessment will utilize an internally developed rubric).

Criterion: OPA will award \$2500 annually through the Assessment Innovation Grant to improve best practice assessment at Texas Tech University.

OPA will improve the formal documentation process of institutional faculty credentialing through administration of DigitalMeasures and report annual data quality.

Criterion: Using DigitalMeasures analysis of data quality, Texas Tech will achieve and maintain overall High Data Quality Status

OPA will collaborate with partner institutions on the success of the West Texas Assessment Conference and report attendance and satisfaction.

Criterion: There will be 150 attendees at the WTAC annually.

Criterion: 80% Attendees will rate their overall satisfaction with the conference as "satisfied" or "Very Satisfied".

Supplemental Assessment

OPA will improve the formal documentation process of institutional faculty credentialing through administration of DigitalMeasures and report faculty credentialing activity.

Criterion: Report Open Work Requests.

Criterion: Report Usage Statistics.

Criterion: Report success with new faculty outreach.

Criterion: Report satisfaction with DigitalMeasures Work Request assistance.

OPA will collaborate with specific institutional units to improve formal assessment and report activity and developments.

Criterion: Facilitation and reporting of departmental Licensure Report.

Criterion: Submission of the Annual SSL Report

Criterion: Administration and analysis of Raiders Engaged outreach and engagement assessment.

Criterion: Alignment of faculty credentialing and student learning outcomes assessment.

Criterion: Provide departments with Actions for Improvement Report and Means of Assessment Reports to prepare for annual assessment reporting.

Criterion: Report collaborative efforts with TTU Worldwide eLearning.

OPA will regularly produce training videos that cover a multitude of topics that will improve faculty and staff reporting.

Criterion: Report training videos produced.

OPA will assist the Office of the Provost with institutional strategic planning reporting and analysis and report developments.

Criterion: Report activity related to the strategic planning subcommittees.

OPA will align with the nationally recognized Transparency Framework and report formal recognition.

Criterion: OPA will be recognized by NILOA.

Criterion: OPA will report all website developments.

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.

Methods of Assessment

OPA will inform the Office of the Provost of developments with the Texas Higher Education Coordinating Board.

Criterion: The Office of the Provost will report that they found the weekly updates as "Very Valuable".

OPA will inform the Office of the Provost of developments with the SACSCOC website and Principles of Accreditation.

Criterion: The Office of the Provost will report that they found the weekly updates as "Very Valuable".