



TEXAS TECH UNIVERSITY
Office of the Provost

Office of Planning & Assessment

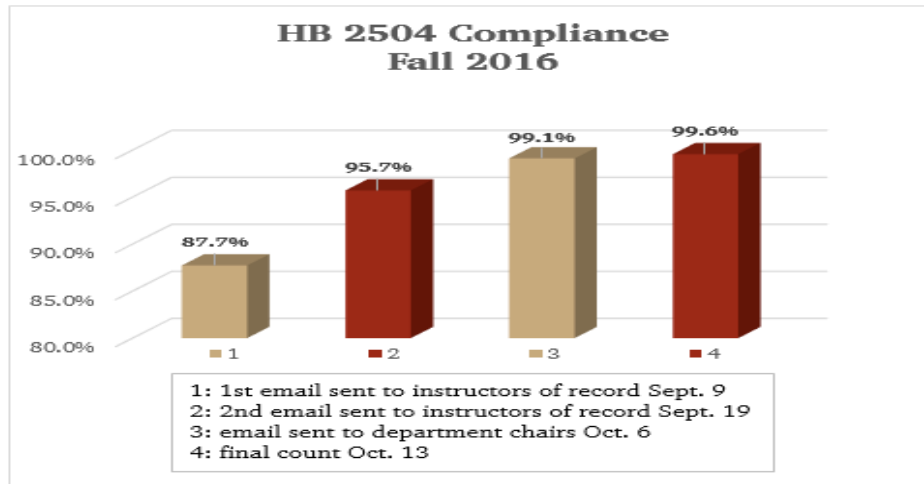
Institutional Effectiveness Weekly Report

Date

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

- ✦ The revised Continuous Improvement report documents were sent to their respective directors on Monday. Additionally, reports will be assigned to the SSL IE Committee members to be evaluated for the peer review. The Committee will have through the end of the semester to provide feedback through a REDCap survey.
- ✦ OPA has begun developing the University Level IE Committee agenda. The committee meets October 25. OPA staff also developed a one-page document to guide the activities of the college-level institutional effectiveness committees.
- ✦ Jennifer Hughes met with Interim Provost Galyean and Vice Provost James regarding an action plan for degree programs that underperformed on the PAR evaluation. This action plan was shared with Galyean and James.
- ✦ In preparation for Core Curriculum assessment documentation for 2016-2017, OPA has scheduled a meeting with Genevieve Durham DeCesaro. A few modifications need to be discussed, including iPortfolio assessment.
- ✦ Faculty Credentialing Activity
 - After emailing department chairs about missing syllabi last week, OPA staff pulled a final report from DigitalMeasures on Thursday, Oct. 13. Twenty-four syllabi, or 0.4% remain missing. A summary of TTU's compliance with HB 2504 for Fall 2016 semester is shown below:



- An emerging faculty credentialing activity is a request for assistance with the “Dashboard” as the Graduate School prepares for their program review. OPA will provide through DigitalMeasures reports such as “Faculty Qualifications” (CV information) and “The 18 Characteristics of Texas Doctoral Programs.” OPA staff will meet with the Graduate School in November to collaborate on this project.
- OPA staff member, Betty Ann Thomas, attended the 2016 DigitalMeasures User’s Conference in Milwaukee, Wisconsin. In addition to personalized assistance from DM staffers at the conference, Betty Ann learned about the following activities that are coming soon in DM:
 - Searchable web services for faculty to more easily extract and import their scholarly work from sources such as Crossref, ORCID, and BibTec
 - Digitized faculty annual review reports with customizable charts and graphs
 - Faculty CVs that can be edited in Microsoft Word or Google Docs and simultaneously saved in DM
 - The ability to mine information from Academic Analytics through BibTec into DM
- OPA staff are working with DM to determine why some syllabi seem to unexplainably disappear from a faculty member’s DM account. OPA staff sent a list of 18 such complaints to DM who will search for an explanation to this problem. OPA staff intend to communicate with each TTU faculty member with the findings of this probe.
- DigitalMeasures outstanding work requests (new information this week in red). Note: DM replied regarding Vice Provost Darryl James’ request to be able to load one syllabus to many sections of the same course. Please see request #12.

Request #	Date Opened	Title	Status
1	4/29/2016	Main Menu: Annual Activity Report Process section	10-13: meeting set for 10-19, 3pm
2	6/10/2016	Modify COHS Annual Report	OPA will meet with Lynn Huffman on 10-14-16 to determine status.

3	6/10/2016	Add Individual Contribution Functionality to Contracts/Grants Screen	This request is related to Request #1 and is being managed with it.
4	7/17/2016	Nutritional Sciences Merit Report	10-6: BAT forwarded comparison to DM; waiting to hear back
7	9/26/2016	Outreach and Engagement mapping with Raiders Engaged	10-19: confirm mapping complete when meet with DMs Meghan Lemerond
8	9/26/2016	Law School Missing Syllabi	10-13: waiting to hear from DM
9	9/26/2016	Report pulling all law school syllabi into one readable document	10-10: Law School said report is good; this request can be closed
12	10/6/2016	Automate linking syllabi for same course at once	10-12: DM reply, "Since each section of a course is stored within a separate record, files would need to be uploaded to each record separately. There isn't a way to upload one document to numerous records at once. We apologize for the inconvenience." Request closed

- DigitalMeasures Usage Statistics

(Number of Logins)	1 Week	1 Month	6 Months	1 Year
Activities Database - University (124,877)	345	3,046	16,778	70,598

- ✦ QEP- Communicating in a Global Society: Bear Our Banners Far and Wide Update:
 - CAAP testing begins late next week (see more in the following Outcome section). OPA has included ten questions at the end of CAAP for QEP assessment. The questions are:
 1. How confident do you feel communicating with people from different cultures?
 2. How confident are you communicating when language barriers exist?
 3. How confident do you feel discussing your own culture with others?
 4. How confident are you that Texas Tech University is preparing you to be an ethical leader?
 5. To what degree does your own culture play a role in your life?
 6. How often do you interact with others from different cultures?
 7. How confident do you feel with new perspectives other than your own?
 8. To what degree do you dislike learning about new and different cultures?
 9. How often do you stay informed of events happening in other cultures?
 10. Using the space provided, briefly answer the following question: How do you expect your degree to prepare you to interact with others?

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

- ✦ CAAP materials were received and are currently being stored at the Academic Testing Center. OPA staff met with Testing Center leadership to discuss final details once testing

begins on October 24th. RaiderReady students were sent an invitation through GradesFirst on Monday to sign up for a testing time. Currently, 12 of 242 students have signed up, and reminder emails to both students and instructors will be sent next week to further drive participation.

- ✦ The number of entries received from Raiders Engaged has grown to 34. We are still awaiting a response from Digital Measures concerning the mapping of data into the outreach and engagement section.
- ✦ The Whitacre College of Engineering has engaged OPA in an effort to measure returning students' study abroad experiences. OPA is currently serving in a consultation role with Mr. Spoth and Ms. Gracia.

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
 - The THECB published their list of Legislative Appropriations Requests for FY 2018-19 which contain eight exceptional items requests totaling \$113.9 million over the agency's baseline budget. These are listed in priority order:
 - \$440,000 for security upgrades to the agency's IT infrastructure
 - \$78.3 million for TEXAS Grants
 - \$4 million for Advise TX
 - \$494,000 to improving transfer with Fields of Study
 - \$750,000 to increase oversight of for-profit institutions and development an electronic student records repository
 - \$29.8 million for Graduate Medical Education Expansion
 - \$170,000 for internal audit and compliance monitoring

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

- ✦ The West Texas Assessment Conference- October 16-18
 - OPA staff will travel to San Angelo for the conference on Sunday. The pre-conference dinner will be held at the Black Sheep Restaurant on Sunday evening. Besides OPA staff, there are six TTU attendees:
 - Mrs. Maggie J. Gilchrest – National Wind Institute
 - Mr. Jay Killough – University Career Center
 - Dr. Luke Lefebvre – Communication Training Center
 - Mrs. Kacey Marshall – National Wind Institute
 - Dr. Paul Pare – Center for Global Communication
 - Mr. David Villarreal – Foreign Languages