Institutional Effectiveness Weekly Report

Texas Tech University
Office of Planning & Assessment

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

February 3, 2020
Special Report

Preparation for SACSCOC Fifth-Year Report

TRADITION of Excellence
TEXAS TECH UNIVERSITY'S FIFTH-YEAR INTERIM REPORT: 2021

General Update on First Draft Submissions

OPA's first milestone deadline was January 31, 2020. Most standards currently have a working draft, with the exception of Standard 5.4 (Qualified administrative/academic officers) and 10.5 (Admissions policies and practices). Billingsley and Logan requested extensions on their first drafts, and OPA expects to receive them within the week.

Now, OPA will begin a careful review of each draft and provide feedback to team leaders by March 31, 2020. OPA will continue to keep Dr. James apprised of the process. Below is an updated table that describes the specific status of each standard.

Fifth-Year Interim SACSCOC Standard	OPA Staff Support Member	TTU Team Leader	Status as of 2/3/20
5.4 (Qualified administrative/academic officers) The institution employs and regularly evaluates administrative and academic officers with appropriate experience and qualifications to lead the institution.	Jennifer S. Hughes, Managing Director	Jodie Billingsley, Assistant Vice President	Billingsley requested an extension approximately around 2/7/20.
CR 6.1 (Full-time faculty) The institution employs an adequate number of full-time faculty members to support the mission and goals of the institution.	Jennifer S. Hughes, Managing Director	Dr. Rob Stewart, Senior Vice Provost	Draft is complete, pending available Spring 2020 data from IR. Data to be available late February.
6.2.b (Program faculty) For each of its educational programs, the institution employs a sufficient number of full-time faculty members to ensure curriculum and program quality, integrity, and review.	Jennifer S. Hughes, Managing Director	Dr. Rob Stewart, Senior Vice Provost	Draft is underway; team meeting scheduled for 2/10/20.
6.2.c (Program coordination) For each of its educational programs, the institution assigns appropriate responsibility for program coordination.	Kenny Shatley, Administrator; Jennifer S. Hughes, Managing Director;	Dr. Rob Stewart, Senior Vice Provost	Draft is complete, will send to Dr. Stewart on 2/5/20 for his review.
CR 8.1 (Student achievement) The institution identifies, evaluates, and publishes goals and outcomes for student achievement appropriate to the institution's mission, the nature of the students it serves, and the kinds of programs offered. The institution uses multiple measures to document student success.	Libby Spradlin, Associate Director	Dr. Patrick Hughes, Vice Provost	A first draft was provided to Spradlin on January 6th. OPA will review the draft for suggestions as well as request Dr. James to provide feedback. A team meeting will be held this spring to discuss edits to the response.

8.2.a (Student outcomes: educational programs) The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in the areas below: a. Student learning outcomes for each of its educational programs.	Libby Spradlin, Associate Director	OPA	Spradlin completed a first draft for the response. Next, Hughes and Spradlin will begin identifying degree program reports that qualify as exemplary to highlight within the response. The plan is to include a mix of graduate and undergraduate exemplars with at least one example from each college.
CR 9.1 (Program content) Educational programs (a) embody a coherent course of study, (b) are compatible with the stated mission and goals, and (c) are based upon fields of study appropriate to higher education.	Ashley Pruitt, Administrator	Genevieve Durham DeCesaro, Vice Provost	The draft is in good form. Pruitt and Spradlin have started formatting into OPA's standard format. This is in progress and is intended to be completed on or before 2.14.2020. No further updates or changes at this time.
CR 9.2 (Program length) The institution offers one or more degree programs based on at least 60 semester credit hours or the equivalent at the associate level; at least 120 semester credit hours or the equivalent at the baccalaureate level; or at least 30 semester credit hours or the equivalent at the post-baccalaureate, graduate, or professional level. The institution provides an explanation of equivalencies when using units other than semester credit hours. The institution provides an appropriate justification for all degree programs and combined degree programs that include fewer than the required number of semester credit hours or its equivalent unit.	Ashley Pruitt, Administrator	Genevieve Durham DeCesaro, Vice Provost	The draft is in good form. Pruitt has started formatting into standard format. This is in progress and is intended to be completed on or before 2.14.2020. No further updates or changes at this time.
10.2 (Public information) The institution makes available to students and the public current	Jennifer S. Hughes, Managing Director	Lindsay Halloway, Director	Halloway submitted first draft on Saturday, February 1.

academic calendars, grading policies, cost of attendance, and refund policies.			
10.3 (Archived information) The institution ensures the availability of archived official catalogs, digital or print, with relevant information for course and degree requirements sufficient to serve former and returning students.	Jennifer S. Hughes, Managing Director	Lindsay Halloway, Director	Halloway submitted first draft on Saturday, February 1.
10.5 (Admissions policies and practices) The institution publishes admissions policies consistent with its mission. Recruitment materials and presentations accurately represent the practices, policies, and accreditation status of the institution. The institution also ensures that independent contractors or agents used for recruiting purposes and for admission activities are governed by the same principles and policies as institutional employees.	Jennifer S. Hughes, Managing Director	Dr. Ethan Logan, Associate Vice President	Logan requested an extension approximately around 2/7/20.
10.6 a-c (Distance and correspondence education) An institution that offers distance or correspondence education (a) Ensures that the student who registers in a distance or correspondence education course or program is the same student who participates in and completes the course or program and receives the credit. (b) Has a written procedure for protecting the privacy of students enrolled in distance and correspondence education courses or programs.	Ashley Pruitt, Administrator	Dr. Justin Louder, Associate Vice Provost	Draft received on 2/3/20.

(c) Ensures that students are notified in writing at the time of registration or enrollment of any projected additional student charges associated with verification of student identity.			
10.7 (Policies for awarding credit) The institution publishes and implements policies for determining the amount and level of credit awarded for its courses, regardless of format or mode of delivery. These policies require oversight by persons academically qualified to make the necessary judgments. In educational programs not based on credit hours (e.g., direct assessment programs), the institution has a sound means for determining credit equivalencies.	Ashley Pruitt, Administrator	Genevieve Durham DeCesaro, Vice Provost	The draft is in good form. Pruitt has started formatting into standard format. This is in progress and is intended to be completed on or before 2.14.2020.
10.9 (Cooperative academic agreements) The institution ensures the quality and integrity of the work recorded when an institution transcripts courses or credits as its own when offered through a cooperative academic arrangement. The institution maintains formal agreements between the parties involved, and the institution regularly evaluates such agreements.	Kenny Shatley, Administrator, Ashley Pruitt, Administrator	Dr. Jennifer S. Hughes, Managing Director	Shatley and Pruitt are currently developing a strategy for developing this narrative response, based on meetings with OIA and eLearning. A meeting is scheduled with OIA regarding the gathering of all agreements. After this, another meeting will be held for domestic agreements as well.
CR 12.1 (Student support services) The institution provides appropriate academic and student support programs, services, and activities consistent with its mission.	Libby Spradlin, Associate Director	Dr. Cathy Duran, Vice Provost	Draft received on 1/31/20. Revisions from the team members are being provided to Miller for the first draft.
12.4 (Student complaints) The institution (a) publishes appropriate and clear procedures for addressing written student complaints, (b) demonstrates that it follows the procedures when resolving them, and (c) maintains a record of student	Libby Spradlin, Associate Director	Dr. Cathy Duran, Vice Provost	Draft received on 1/31/20. Revisions from the team members are being provided to Massengale for the first draft.

complaints that can be accessed upon request by SACSCOC.			
13.6 (Federal and state responsibilities) The institution (a) is in compliance with its program responsibilities under Title IV of the most recent Higher Education Act as amended and (b) audits financial aid programs as required by federal and state regulations. In reviewing the institution's compliance with these program responsibilities under Title IV, SACSCOC relies on documentation forwarded to it by the U.S. Department of Education.	Jennifer S. Hughes, Managing Director	Shannon Crossland, Senior Director	Draft received on 2/1/20.
13.7 (Physical resources) The institution ensures adequate physical facilities and resources, both on and off campus, that appropriately serve the needs of the institution's educational programs, support services, and other mission-related activities.	Ashley Pruitt, Administrator	Brandon Hennington, Managing Director	Draft received in mid-January. The draft is in good form. Pruitt has started formatting into standard format. This is in progress and is intended to be completed on or before 2.14.2020.
13.8 (Institutional environment) The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community.	Kenny Shatley, Administrator	Ronald Phillips, Chief Compliance Officer	Draft received on 1/31/20.
14.1 (Publication of accreditation status) The institution (a) accurately represents its accreditation status and publishes the name, address, and telephone number of SACSCOC in accordance with SACSCOC's requirements and federal policy; and (b) ensures all its branch campuses include the name of that institution and make it clear that their accreditation depends on the continued accreditation of the parent campus.	Jennifer S. Hughes, Managing Director	OPA	Hughes continues to work on drafting this narrative.

14.3 (Comprehensive institutional reviews) The institution applies all appropriate standards and policies to its distance learning programs, branch campuses, and off-campus instructional sites.	Ashley Pruitt, Administrator	Dr. Justin Louder, Associate Vice Provost	Draft received on 2/3/20.
14.4 (Representation to other agencies) The institution (a) represents itself accurately to all U.S. Department of education recognized accrediting agencies with which it holds accreditation and (b) informs those agencies of any change of accreditation status, including the imposition of public sanctions. (See SACSCOC policy "Accrediting Decisions of Other Agencies.")	Ashley Pruitt, Administrator	OPA	All evidence is completed and collected. Hughes continues to work on draft.