

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 28, 2020 Special Report

Preparation for SACSCOC Fifth-Year Report



Selection of Degree Programs to Include in 8.2.a

To prepare evidence for 8.2.a, Libby Spradlin assembled a list of 247 alphabetized TTU degree programs. This list is attached to the IE Weekly Report email. Dr. James will provide OPA with 49 numbers, and then we will align these numbers with the corresponding list. This list will then become the evidence used as our case for compliance with 8.2.a.

OPA Review of Each Draft

OPA is currently reviewing each draft in order to 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 SACSCOC Standard	OPA Staff Support Member	TTU Team Leader	Status as of 2/28/20
<p>5.4 (Qualified administrative/academic officers)</p> <p>The institution employs and regularly evaluates administrative and academic officers with appropriate experience and qualifications to lead the institution.</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Jodie Billingsley, Assistant Vice President</p>	<p>First draft is complete. Hughes is reviewing evidence provided by HR.</p>
<p>CR 6.1 (Full-time faculty)</p> <p>The institution employs an adequate number of full-time faculty members to support the mission and goals of the institution.</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Dr. Rob Stewart, Senior Vice Provost</p>	<p>Third draft is complete, pending available Spring 2020 data from IR. West will have final Spring 2020 data available before May 1.</p>
<p>6.2.b (Program faculty)</p> <p>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.</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Dr. Rob Stewart, Senior Vice Provost</p>	<p>Second draft is underway; team meeting convened on 2/10/20. Hughes is working on third draft.</p>
<p>6.2.c (Program coordination)</p> <p>For each of its educational programs, the institution assigns appropriate responsibility for program coordination.</p>	<p>Kenny Shatley, Administrator; Jennifer S. Hughes, Managing Director;</p>	<p>Dr. Rob Stewart, Senior Vice Provost</p>	<p>Second draft is complete. Currently reviewing degree program coordinator list to identify areas of concern.</p>
<p>CR 8.1 (Student achievement)</p> <p>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.</p>	<p>Libby Spradlin, Associate Director</p>	<p>Dr. Patrick Hughes, Vice Provost</p>	<p>Spradlin has begun reviewing the initial draft for and providing qualitative feedback. This response still requires disaggregated data and minimal thresholds to be identified for the metrics, but is in a good beginning stage.</p>

<p>8.2.a (Student outcomes: educational programs)</p> <p>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:</p> <p>a. Student learning outcomes for each of its educational programs.</p>	<p>Libby Spradlin, Associate Director</p>	<p>OPA</p>	<p>Spradlin has created a spreadsheet of the alphabetized degree programs which is ready for James to randomly select a sampling of programs to highlight in the report. This will be done using Matlab.</p>
<p>CR 9.1 (Program content)</p> <p>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.</p>	<p>Ashley Pruitt, Administrator</p>	<p>Genevieve Durham DeCesaro, Vice Provost</p>	<p>The third draft is in good form. OPA reviewed this draft on 2/26/20. Edits are currently being made by Pruitt.</p>
<p>CR 9.2 (Program length)</p> <p>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.</p>	<p>Ashley Pruitt, Administrator</p>	<p>Genevieve Durham DeCesaro, Vice Provost</p>	<p>The first 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 3.31.2020. No further updates or changes at this time 2.28.20 AP</p>
<p>10.2 (Public information)</p> <p>The institution makes available to students and the public current</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Lindsay Hallaway, Director</p>	<p>Preliminary draft has been submitted to OPA.</p>

academic calendars, grading policies, cost of attendance, and refund policies.			
<p>10.3 (Archived information)</p> <p>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.</p>	Jennifer S. Hughes, Managing Director	Lindsay Halloway, Director	Preliminary draft outline has been submitted to OPA.
<p>10.5 (Admissions policies and practices)</p> <p>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.</p>	Jennifer S. Hughes, Managing Director	Dr. Ethan Logan, Associate Vice President	Preliminary draft submitted to OPA. Hughes and Spradlin will complete initial review of evidence week of March 2.
<p>10.6 a-c (Distance and correspondence education)</p> <p>An institution that offers distance or correspondence education</p> <p>(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.</p> <p>(b) Has a written procedure for protecting the privacy of students enrolled in distance and correspondence education courses or programs.</p>	Ashley Pruitt, Administrator	Dr. Justin Louder, Associate 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 3.31.2020. No further updates or changes at this time 2.28.20 AP

<p>(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.</p>			
<p>10.7 (Policies for awarding credit)</p> <p>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.</p>	<p>Ashley Pruitt, Administrator</p>	<p>Genevieve Durham DeCesaro, Vice Provost</p>	<p>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 3.31.2020. No further updates or changes at this time 2.28.20 AP</p>
<p>10.9 (Cooperative academic agreements)</p> <p>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.</p>	<p>Kenny Shatley, Administrator,</p>	<p>Dr. Jennifer S. Hughes, Managing Director</p>	<p>Shatley and is 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.</p>
<p>CR 12.1 (Student support services)</p> <p>The institution provides appropriate academic and student support programs, services, and activities consistent with its mission.</p>	<p>Libby Spradlin, Associate Director</p>	<p>Dr. Cathy Duran, Vice Provost</p>	<p>Spradlin has begun reviewing the initial draft and providing qualitative feedback. This response needs to be pared down significantly in content to address the SACSCOC note of finding a balance between too much detail and not enough detail and focusing solely on the appropriateness of programs. This response also needs to provide data on the student population at TTU.</p>

<p>12.4 (Student complaints)</p> <p>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 complaints that can be accessed upon request by SACSCOC.</p>	<p>Libby Spradlin, Associate Director</p>	<p>Dr. Cathy Duran, Vice Provost</p>	<p>Spradlin has begun reviewing the initial draft and providing qualitative feedback. This response still needs examples of student complaints, which will be provided later this year, and also needs a definition of what TTU considers a written student complaint.</p>
<p>13.6 (Federal and state responsibilities)</p> <p>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.</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Shannon Crossland, Senior Director</p>	<p>OPA to review second draft week of March 2.</p>
<p>13.7 (Physical resources)</p> <p>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.</p>	<p>Ashley Pruitt, Administrator</p>	<p>Brandon Hennington, Managing Director</p>	<p>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 3.31.2020. No further updates or changes at this time 2.28.20 AP</p>
<p>13.8 (Institutional environment)</p> <p>The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community.</p>	<p>Kenny Shatley, Administrator</p>	<p>Ronald Phillips, Chief Compliance Officer</p>	<p>Kahlie Callison is currently working on editing the rough draft to be reviewed by OPA on March 11th.</p>
<p>14.1 (Publication of accreditation status)</p> <p>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</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>OPA</p>	<p>Hughes continues to work on drafting this narrative.</p>

<p>(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.</p>			
<p>14.3 (Comprehensive institutional reviews)</p> <p>The institution applies all appropriate standards and policies to its distance learning programs, branch campuses, and off-campus instructional sites.</p>	<p>Ashley Pruitt, Administrator</p>	<p>Dr. Justin Louder, Associate Vice Provost</p>	<p>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 3.31.2020. No further updates or changes at this time 2.28.20 AP</p>
<p>14.4 (Representation to other agencies)</p> <p>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.”)</p>	<p>Ashley Pruitt, Administrator</p>	<p>OPA</p>	<p>Complete. 2/28/2020 AP</p>