Texas Tech University
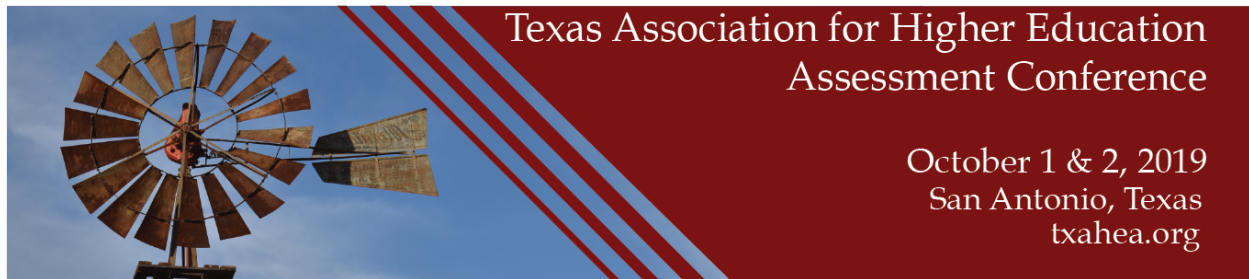Office of the Provost

Office *of* Planning & Assessment™

Institutional Effectiveness Weekly Report
March 8, 2019

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

Texas Association for Higher Education
Assessment Conference

October 1 & 2, 2019
San Antonio, Texas
txahea.org

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.

✦ OPA staff met with College of Engineering department chairs on Monday, March 4. The purpose of this meeting was to "close out" ABET learning outcomes a-k, to be replaced by outcomes 1-7. As a courtesy, OPA will load outcomes 1-7 for all ABET degree programs into Nuventive Improve. Additionally, OPA is preparing a template that asks each department chair to list the degree program's specific assessment methods, rotation schedule, and the faculty/staff person who is responsible for entering the degree program's assessment report. The template will be emailed to department chairs post-Spring Break.

✦ OPA staff prepared some preliminary commentary and informal research on academic credit awarded for professional development. This information may be helpful if TTU decides to pursue a SACSCOC substantive change prospectus.

✦ On Tuesday, March 5, OPA staff reviewed SACSCOC substantive change documentation. OPA wants to ensure that all substantive change documentation is correctly represented in the Fifth-Year Interim Report. Currently, we have vetted all 15-16 documentation, and 16-17 vetting is nearly complete.

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

✦ OPA staff are currently working to facilitate college-level IE committees. Last Friday, OPA staff helped facilitate the College of Engineering's assessment peer review.

✦ This week, Jennifer Hughes communicated multiple times with Dr. Dottie Durband, in preparation for the College of Human Sciences' assessment peer review. Dr. Durband is re-assembling the college's IE committee, and she'll be in touch with OPA post-Spring Break.

✦ The Progress Portal website will soon be redesigned. The website needs an aesthetic "refresh," and we would like to reorganize existing content to make the site more user-friendly. OPA staff met with our student assistant, Julie Gee, to discuss possible strategies.

▪ **Inspiration Sources:**

https://heri.ucla.edu/

https://provost.utexas.edu/iae/assessment

https://www.jmu.edu/assessment/

- **Jennifer's Preferences for Re-design**

Show campus-wide involvement

Highlight onion conceptual model

Clean up existing data sources - perhaps move to a different tab

Move Fall 2018 Assessment Spotlight to a more prominent location on website

✦ Training and Consultation Tracking
  - These totals include consultations and communications where OPA provides support for faculty and staff.

	Number of individuals	Number of issues addressed	Number of emails sent on issue	Number of phone calls	Number of informal consultations	Number of formal trainings
Week of Mar 4, 2019	29	18	39	11	3	0
As of Sept 1, 2018	698	726	1314	193	65	20

✦ On March 8, Nuventive Improve was updated to the latest version of 5.7. This version functions similarly to the previous version with a few enhancements.
✦ On March 5, 2019 OPA held its second Coffee Break of the semester on Assessing High Impact Practices with Dr. Erin Justyna. There were 24 people present for an engaging discussion on implementing high impact practices into degree program assessment.

- ✦ The Outreach and Engagement Metrics Taskforce met on March 5. The meetings are moving from an analysis of O&E information to a review and subsequent recommendations for revisions to the current metrics. The taskforce will make formal recommendations by the end of the spring term.
    - ▪ OPA is in the process of creating this year's Raider's Engaged final report, ideally including data from previous year(s) to allow trending patterns and areas of improvement to be more evident.
- ✦ OPA continues to provide various consulting outreach to departments. The Pi2 data has been addressed in a previous report. OPA has completed this analysis and presented initial results to Dr. Smith earlier today. We will continue to assist as needed.
- ✦ Dr. Raegan Higgins contacted OPA staff this week to discuss our qualitative coding techniques that she will use in her upcoming NSF grant application.
- ✦ OPA is working with the College of Business on the development of an onboarding survey. The short survey will provide the college with information on graduate student experiences in the STEM MBA program.
- ✦ OPA is in the process of creating this year's dashboards for faculty credentials, academic assessment, core curriculum, and outreach. OPA is using Tableau to create interactive and accessible dashboards.
- ✦ General Faculty Credentialing
    - ▪ OPA staff continue to process a backlog of faculty transcripts. As of Mar. 4, a total of 429 faculty members transcripts have been scanned, uploaded to the Common drive, imported to DigitalMeasures, and original copies are filed in the Provost's basement.

- Dr. Jennifer Hughes and Betty Ann Thomas met with Dr. Bella Gerlich and Ms. Carrye Syma to begin preparation of a DigitalMeasures annual report for library personnel. OPA presented findings of our research of other institutions' libraries that use DigitalMeasures. Dean Gerlich would like to use the same screens and fields that other TTU faculty use, but maybe add a few additional items within dropdowns that will be specific to library personnel. OPA provided a spreadsheet with the configuration of TTU's unique instance of DM. Library staff will begin an analysis of where fields might need to be adjusted.

Request #	Date Opened	Title	Status
173	1/31/2019	Annual Faculty Report for College of Agriculture	3-8: No further action or requests have been made by CASNR, so we will close this request.
176	2/6/2019	Additional security levels added to Scheduled Teaching Syllabi report	3-8: No further communication has been sent from Korryn McMinn, so we will close this request.
177	2/12/2019	small change to "Annual A&S Faculty Reports (with chair's feedback and signatures)"	3-7: DM completed the request. OPA notified Randy McBee and Angela Lumpkin. Dr. Lumpkin noticed that the wrong faculty name was appearing in the footnote section so OPA returned the request back to DM for another fix. 3-6: DM indicated that it is not possible to auto-populate the evaluator's R#. OPA suggested an alternative by adding a new field in the "Chair Review and Faculty Confirmation" screen which could then pull into the report. 3-4: 1) DM reported that the requests were complete, but OPA discovered that the wrong R# was pulling into the report. Instead of the chair's R#, the faculty member who was being evaluated was appearing. 2) The FTE parameter appears to be working correctly.
178	2/22/2019	addition to AFT for College of Education	3-5: DM returned the request as complete. OPA staff notified Dr. Hansel Burley and awaits his confirmation before closing the request.