Institutional Effectiveness Weekly Report
April 19, 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.

✦ Fifth-Year Interim Report
  ▪ OPA staff met with Lindsay Hallowell, Administrator in the Office of Official Publications on Thursday, April 18. Lindsay drafted an analysis of relevant TTU operating procedures that align with current SACSCOC standards. Lindsay will prepare a final iteration of her analysis, and this report will be shared with team leaders at the April 29 kick-off meeting.
  ▪ OPA is committed to providing top-notch resources to Fifth-Year Interim team leaders. We are currently drafting deadline documents, customized outlines, and team rosters. In addition to these hard copy resources, we are preparing a unique flash drive for each team leader that includes relevant CCR narratives.
✦ Institutional Effectiveness
  ▪ All OPA staff met last week to discuss agenda items for the University IE Committee. Once a draft agenda is completed it will be sent to Dr. Darryl James for review.
  ▪ The Support Service Level (SSL) IE Committee met on April 16 for the spring meeting. A number of items were on the agenda including a Fifth-Year Interim Report Update, 2018-2019 Reporting Requirements and Changes, Committee Member Rotation, the use of Council for the Advancement of Standards as a reference for internal review, and the 2017-2018 Evaluation Report. These reports provided SSL Peer Review feedback to all non-academic assessment unit directors as well as provided instructions for those

units switching over to the new reporting process. OPA will remain in contact with these individuals between now and the October 1 deadline to provide assistance and consultation as needed.

- This week, OPA staff discussed enhancements to the Progress Portal website. We anticipate to have a redesign of the Progress Portal website completed in early Fall 2019. Our short-term efforts include developing content on Assessment Committees, Assessment Stories, and Continuous Improvement Resources. Julie Gee, OPA's student assistant, will play a significant role in the website's redesign.
- During TTU's annual Faculty Awards ceremony, the Department of Psychological Sciences was awarded the Provost's Institutional Effectiveness Award. OPA staff attended this event on Wednesday, April 17, and we intend to share congratulatory photos with Chair Bob Morgan. Julie Gee was present to take photos of the IE winner.

✦ Texas Higher Education Coordinating Board and State of Texas Reporting
- As summer approaches there is a significant amount of activity related to end of year reporting for the Core Curriculum. OPA has finalized the Course Level survey and will send the link out to Instructors of Record next Wednesday after notifications from subcommittee leaders have been sent to respective IORs. Revisions to TechQuest are also being addressed by subcommittee leaders in preparation for a fall administration. And finally, the communication literacy survey will be added to summer reporting notifications.

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

✦ Training and Consultation Tracking
  ▪ These totals include consultations and communications where the OPA provides support for faculty and staff on non-project specific activity.

	Number of individuals	Number of issues addressed	Number of email sent on issue	Number of phone calls	Number of in informal consultations	Number of formal trainings
Week of April 8, 2019	19	13	21	8	2	0
Week of April 15, 2019	14	14	16	6	1	2
As of Sept 1, 2018	846	873	1541	248	88	22

✦ Institutional Assessment
  ▪ The Outreach and Engagement Task Force met last week to discuss initial recommendations. We will continue to discuss these recommendations next month but a proposed revision to the survey administration will also be discussed.
  ▪ In March, OPA staff met with the Engineering Department Chairs to discuss updating their undergraduate Nuventive Improve accounts to reflect the new ABET standards. OPA agreed to input the new ABET 1-7 SLOs into all undergraduate Engineering degree program accounts and is currently almost finished with this process. Next steps will include realignment of assessment methods to the new SLOs to better assist with 2018-2019 assessment cycle reporting.
  ▪ 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 is hoping to have a final version of this report early April.
  ▪ The ETS Proficiency Profile is planned to close in early May. OPA is pleased to announce that there will be two $500 scholarships available to be awarded to two random participants in hopes of continued increase in participation in this survey.
  ▪ We are happy to report that Industrial Engineering and Civil Engineering have updated and finalized their assessment reports. The only remaining delinquent department is Animal & Food Science. We expect this report on or before June 30, 2019.
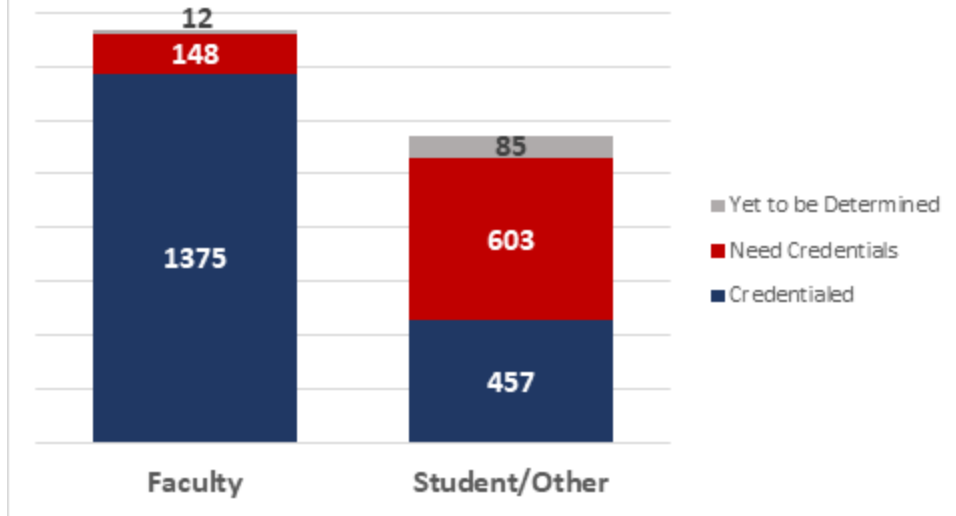✦ Developmental Opportunities
  ▪ On Wednesday, April 17, OPA staff decided to relaunch the OPA Learning Series as a way to share salient assessment information to the TTU community. Beginning this Fall 2019 semester, OPA staff will offer a series of workshops and training sessions focused on required assessment reporting components, current hot topics in the assessment literature, and the institution's Fifth-Year Interim Report. A more detailed schedule will be provided to Dr. James as soon as dates and room availability are secured with the TLPDC.

- There were 30 attendees at the Coffee Break on April 11. The title was Resourcing Institutional Data for Graduate Program Review with Dr. David Doerfert and Mr. Kenny Shatley. The next Coffee Break is May 2 with Kimberly Gramm from the Innovation Hub.

✦ OPA staff attended the afternoon session of Blackboard's "Waltz Across Texas" on Tuesday, April 16. Thanks to Dr. Kathy Austin for the invitation. Presentations focused on disability accommodations for students and faculty, particularly with the rollout of Blackboard Ally.
✦ Consultation
  - OPA continues to collaborate Dr. Allie Smith in the Honors College in assistance with creating and sending a pi2 Program Assessment Survey.
✦ General Faculty Credentialing
  - OPA is working with ORS and IT to build in a weekly upload to DigitalMeasures of Cayuse data. This project is ongoing but reminder emails were sent this week to move the process along.
  - Following the completion of all outstanding faculty transcripts being uploaded in DM, OPA staff are carefully checking transcript reports. Any individual accounts evaluated as non-compliant because of missing transcripts or other reasons (justification statement needed, experience record needed, etc.) are noted in the graphics below. This data demonstrates that 89.6% of full-time faculty are fully credentialed. A much lesser percentage of student/other faculty are fully credentialed, likely because so many new student faculty are employed each semester. OPA staff will begin working on a process to rectify these very soon.

TTU Faculty Credentialing Spring 2019

- Faculty: Yet to be Determined 12, Need Credentials 148, Credentialed 1375
- Student/Other: Yet to be Determined 85, Need Credentials 603, Credentialed 457

- Yet to be Determined
- Need Credentials
- Credentialed

▪ Work Requests

Request #	Date Opened	Title	Status
178	2/22/2019	addition to AFR for College of Education	4-5: OPA continues to wait for Dr. Burley's confirmation that the report is working how he would like it.
179	2/22/2019	addition to Ranking dropdown	4-11: This work request is final and closed.
180	3/22/2019	updates to CASNR AFR	4-15: DM completed Dr. Orth's request. OPA awaits his confirmation that it is accurate.
181	3/27/2019	new report for ENGR, "Graduate and Undergraduate Student Support"	4-10: DM completed the last request. OPA awaits Dr. Giesselmann's confirmation that the report is as he would like. 4-8: DM completed the new report. OPA noticed a problem with the way months being paid are calculated.
182	4/2/2019	Revision to University Studies AFR	4-12: Dr. Tanner confirmed that the report is working correctly. Request is closed. 4-10: DM completed the requested changes.
183	4/12/2019	Addition to AFR for College of Business	4-12: This report revision will add publication rankings to the AFR for CoBA. Expected completion is 4-26.

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 Updates

On April 8, LEAP Texas hosted a webinar titled: "Field of Study: How Do They Affect Our Campus" presented by Dr. Rex Peebles, Assistant Commissioner, Academic Quality and Workforce, Texas Higher Education Coordinating Board. Dr. Peebles addressed the development of fields of study, and concerns and questions related to implementing fields of study. You can find the recording of the webinar at https://youtu.be/KAm46na5x78.