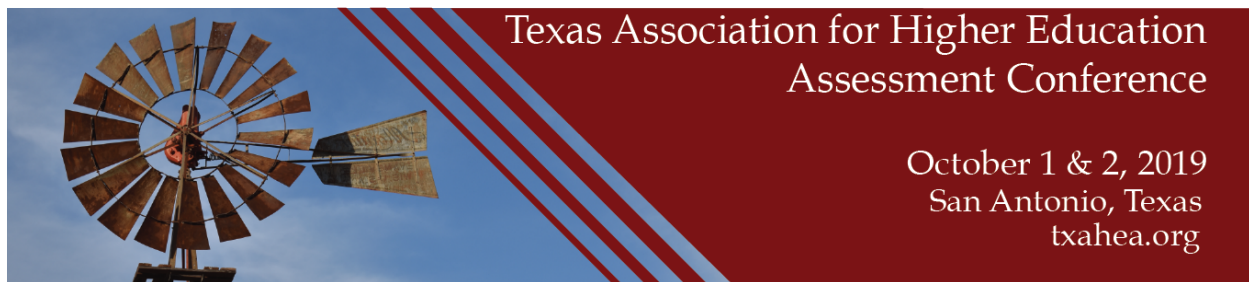TEXAS TECH UNIVERSITY
Office *of the* Provost

Office *of* Planning & Assessment™

Institutional Effectiveness Weekly Report
May 3, 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 Meeting
  ▪ On April 29, Dr. Darryl James conducted a Fifth-Year Interim Team Leader meeting. Multiple resources were distributed. OPA will organize team meetings during the summer 2019 term.
✦ The University-Level Institutional Effectiveness Committee held its spring meeting on April 30. Dr. David Roach recommended that OPA should meet with college deans to ensure they are informed about gaps in assessment reporting. The primary agenda items were:

  I.   Review of meeting minutes from November 15, 2018
  II.   Update on college-level faculty peer review and 17-18 degree program analysis
  III. Update on support service level (SSL) reporting
  IV.   Actions for improvement reports
  V.   Committee discussion
  VI.   Faculty Authoritative Data Warehouse
  VII. Dean Website
  VIII. Executive Dashboard

IX.   Announcements
- IE Award winner
- Seeking Fall 2019 reviewers for degree program assessment reports
- Fall 2019 Coffee Breaks schedule
- Fall 2019 OPA Learning Series schedule
- Fifth-Year Interim Report kick-off was held April 29, 2019

✦ Substantive Change
- Over the past few months, OPA staff have been diligently reviewing the spreadsheet used to track local substantive changes. OPA staff have vetted the 2015-2016 and 2016-2017 substantive change spreadsheets and will continue with the same process for the 2017-2018 spreadsheet. During this time, OPA staff have also been keeping up-to-date with the current 2018-2019 substantive change requests. OPA is confident that this report will be beneficial to the SACSCOC Fifth-Year Interim Report.
✦ The first draft of the 2017-2018 Program Assessment Rubric (PAR) Summary Report has been completed and submitted to the University-Level Institutional Effectiveness Committee for review. The report will not be completed until Faculty Peer Reviews are finalized.
✦ An email message was sent to the Assessment Liaison eCommittee on May 1. Topics addressed in the spring email were:
- PAR Evaluations for 18-19
- October 1 deadline for reporting
- Methods of Assessment Analysis

- Fall 2019 Coffee Breaks
- Changes to OPA contacts during summer
- ✦ Texas Higher Education Coordinating Board and State of Texas Reporting
  - Course-level surveys were submitted beginning April 29 to Instructors of Record. Direct emails were sent for the first time this semester and the process seems to be going very well. Data will be extracted and analyzed this summer.
  - TechQuest will be administered next fall. Core Curriculum committee members have been contacted to ask for updates to the instrument.
  - OPA is preparing to close the ETS Proficiency Profile to Texas Tech senior students. Scholarship winners will be announced on May 7, 2019.
  - OPA continues to update its website content and is currently updating the Marketable Skills Major Exploration page.
- ✦ Quality Enhancement Plan
  - Dr. Paul Pare has been working with OPA to develop a pre-departure survey for study abroad students to measure student preparedness. Dr. Pare has worked extensively with Dr. Aliza Wong and the Study Abroad Office on the instrument. The survey was administered on April 30, and will remain open.

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 emails sent on issue	Number of phone calls	Number of informal consultations	Number of formal trainings
Week of Apr 23, 2019	19	17	30	12	1	1
Week of Apr 30, 2019	16	20	28	10	2	2
As of Sept 1, 2018	881	910	1599	270	91	25

- ✦ OPA staff are planning a summer 2019 meeting with College of Engineering department chairs. The purpose of this meeting is to distribute an ABET assessment template for all chairs. Additionally, OPA will share the enhancements we have customized specifically for Engineering chairs.

- ✦ All Actions for Improvement reports have been distributed to department chairs.
- ✦ Developmental Opportunities
  - ▪ Coffee Breaks
    - ▪ The May Coffee Break event titled "How Texas Tech University is Leading the Way with Innovation" was presented by Kimberly Gramm on May 2. Attendance was lower than previous Coffee Break sessions, likely due to the time of year. The presentation, however, went well.

  - ▪ OPA is updating the planning calendar for summer and fall trainings. Fall trainings will not be scheduled until later this summer when the TLPDC opens their scheduling access. Summer training opportunities have been finalized.
- ✦ Institutional Assessment
  - ▪ The Raider's Engaged final report is being finalized, including data from previous years to allow trending patterns and areas of improvement to be more evident. OPA is hoping to have a final version of this report in early May. The O&E Taskforce continues to meet regularly, and updates will be reflected in new instrumentation and assessment methodologies.
  - ▪ The TechQuest dashboard is now live and can be found at- https://www.depts.ttu.edu/opa/techquest/index.php.
  - ▪ The Office of Planning and Assessment continues to collaborate with Dr. Allie Smith in the Honors College. OPA staff created and distributed a second pi2 Program Assessment Survey.
- ✦ General Faculty Credentialing
  - ▪ Work requests

Request #	Date Opened	Title	Status
178	2/22/2019	addition to AFR for College of Education	5-1: It appears that this change to the AFR for CoE must be working as they hoped. Request closed.
180	3/22/2019	updates to CASNR AFR	4-22: It appears that this change to the AFR for CASNR must be working as they hoped. Request closed.
181	3/27/2019	new report for ENGR, "Graduate and Undergraduate Student Support"	5-1: It appears that this report is working as Dr. Giesselmann hoped. Request closed.
183	4/12/2019	Addition to AFR for College of Business	4-24: DM developers suggested a better solution. OPA staff confirmed that publication rankings were appearing in the CoBA AFR appropriately. Request closed.
184	5/1/2019	Change default dates for all AFRs	5-1: At the suggestion of Dr. Angela Lumpkin, now that AFR season is complete, date parameters for all AFRs will be updated to Jan. 1, 2019 to Dec. 31, 2019. Expected completion 5-15.

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
  ▪ In a previous IE Weekly Report the THECB Top Improvers report was addressed. Below is a link to the recorded webinar.
    ▪ Accountability Meeting Follow-Up: Top Improvers Demo

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

The Office of Planning and Assessment is excited for Betty Ann Thomas as she takes on a new role as a Unit Manager in the Department of Mathematics and Statistics. Betty Ann joined OPA in 2015 and has elevated the use of DigitalMeasures across campus. We all wish her the best of luck.