

Institutional Effectiveness Weekly Report

July 3, 2020

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 Annual Report Update

OPA's graduate student, Emily Wade, is making final adjustments to this year's Annual Report. Below are some preliminary screenshots of what's to come!

OPA Coffee Breaks

Here at the Office of Planning and Assessment, our overarching mission is to advocate for the action of ongoing meaningful assessment in all areas, including student learning, strategic planning, and faculty credentialing assessment. Meaningful assessment tells us not only how well we are performing but provides an avenue for devising strategies for improvement.

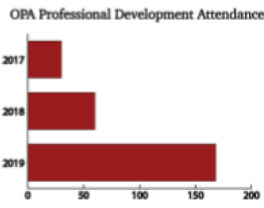
OPA strives to assist and facilitate TTU faculty and staff in their assessment practices to capture, analyze, and enhance their institutional planning processes. One of the ways we seek to provide engagement to TTU faculty and staff is through various professional development offerings. For years, OPA led a network of assessment-minded individuals on campus, dubbed the Tech Assessment Network (TAN), providing opportunities for faculty and staff to share ideas and collaborate on ways to improve assessment within their departments.

Eventually, with the help of survey feedback and plummeting attendance numbers, we realized OPA had reached a point where a change needed to be made. How could we continue to engage faculty and staff while still fostering that same culture of collaboration and camaraderie? What was a new way to deliver information about assessment in an interactive format? Thus, a new OPA brainchild was born.

OPA Coffee Breaks was launched in the spring of 2018. These monthly professional development offerings are intended to be informal get-togethers where individuals interested in assessment can discuss and collaborate on new ideas, as well as learn about the latest developments in the assessment world. For this series, OPA recruits TTU's top assessment leaders to lead a group of faculty and staff through a discussion based on an area of their expertise. Previous topics have included optimizing space utilization, transparency in teaching and learning, measuring student learning at a distance, assessing the multicultural core requirement, innovation at Texas Tech, and much more. A follow-up survey also collects information on topics attendees would like to see covered in the future, which allows our office to seek speakers that match the interests of our participants.

So, how has this change led to an improvement? The data speaks for itself. In 2017, TAN events garnered participation from 30 attendees. In 2018, the first year of OPA Coffee Breaks, attendance totaled 60 participants.

Most recently in 2019, OPA Coffee Breaks events grew to include 168 attendees! Through reviewing the attendance data and feedback received from follow-up surveys, the Office of Planning and Assessment was able to grow attendance at professional development events over five times. This change has allowed for more faculty and staff to become involved with assessment, make connections with like-minded individuals across campus, and gain knowledge for improving their own assessment practices.



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The Past and Future of Digital Measures

Reporting and assessment are top priorities for making positive, educated change. Since taking the role as Digital Measures Administrator,

Third, new integrations behind-the-scenes are allowing for a much smoother access point for our data, allowing new bestmans of

NSSE Administration Plan

The Office of Planning and Assessment will be collaborating with the Center for Transformative Undergraduate Experiences (TrUE) and the Division of Diversity, Equity, and Inclusion to administer the National Survey of Student Engagement (NSSE) in spring 2021. OPA will work with Levi Johnson and Dr. Carol Sumner from these respective offices to formulate a plan for marketing, incentivization, and participant recruitment.

NSSE asks first-year and senior undergraduates about their participation in educational practices that contribute to student learning and development. OPA plans to include two topical modules in the 2021 administration that will provide useful data to Johnson and Sumner regarding student engagement in research and interaction with diverse populations. NSSE handles all aspects of the online survey administration and all survey operations are carried out by the Indiana University Center for Postsecondary Research. The recommended timeframe for the NSSE administration is a survey start date of February and a survey close date of May.

NSSE 2021 registration opened July 1, 2020 and closes on October 23, 2020.

Associated costs related to administering the NSSE are detailed below:

- A \$300 nonrefundable registration fee
- An \$8,000 standard administration fee for an institution with more than 12,000 undergraduate students enrolled, which includes administering the instrument to all first-year and senior students
- A \$250 fee for inclusion of an additional topical module (one is included in the standard administration fee)
- A \$400 credit will be applied toward any combination of topical module or consortium fees, custom analysis fees, FSSE 2021 registration fees, or a future NSSE administration in response to COVID-19 financial constraints

OPA is also exploring the option of simultaneously administering the Faculty Survey of Student Engagement (FSSE) in partnership with TrUE. The FSSE complements NSSE by measuring faculty and instructor expectations for undergraduate student engagement. FSSE is also a web-based survey which documents instructional staff perceptions of student engagement and use of effective educational practices. Like the NSSE, all aspects of the survey administration are handled by FSSE. The results are intended to be a catalyst for productive discussions related to teaching, learning and the quality of undergraduates' educational experience.

The FSSE can be registered for at the same time as NSSE. Johnson has offered to fund the administration from the TrUE operating budget. Associated costs related to administering the FSSE are detailed below:

- No registration fee if registered in conjunction with NSSE
- 100 or fewer participants - \$800 + \$1.50 per sampled instructional staff
- 100 or more participants - \$1,000 + \$1.50 per sampled instructional staff

- A \$250 fee for inclusion of an additional topical module (one is included in the standard administration fee)

Annual Chair Meetings with College of Media & Communication Department Chairs, School of Theatre & Dance Director, Rawls College of Business Area Coordinators, University Studies Director

Chair meetings were conducted this week with College of Media & Communication, School of Theatre & Dance, Rawls College of Business Area Coordinators, and the University Studies Director. Each department chair/area coordinator received his/her PAR report, and Hughes discussed recommendations for improving assessment reporting with each chair. Hughes is in the process of following up with several departments who failed to report follow-up actions.

Operating Policy Document Distributed to SACSCOC Team Leaders

Lindsay Hallowell and Kaelene Hansen updated a critical OP-related document that will be utilized in the Fifth Year Report. This document lists each SACSCOC standard and the respective operating policies that are relevant for compliance. Jennifer Hughes emailed this document to Team Leaders on Wednesday, July 1.

July Blog Post/Video

Jennifer Hughes prepared a July blog post/1-minute video regarding assessment expectations for October 1, 2020 assessment reporting. The video and blog post will be live on the OPA website next week. To summarize, this short video acknowledged that degree programs might have gaps in assessment reporting during Spring 2020. The video also encouraged degree programs to report their assessment findings with integrity, especially when there is a data gap due to COVID-19. Lastly, the video informed viewers that the standard October 1 assessment deadline will not be extended.

Assessment Expectations for October 1, 2020 Reporting



WE EXPECT A GAP
IN ASSESSMENT
REPORTING.



PRESENT YOUR
ASSESSMENT
FINDINGS WITH
INTEGRITY



ASSESSMENT
DEADLINE
REMOVED
OCTOBER 1, 2020



RECORDED WITH

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.

OPA has received all our PPE materials we ordered from Texas Tech's Central Warehouse. We now have hand sanitizer for each office, two gallons of hand sanitizer for refills, two bottles of cleaning sanitizer formula, various sizes of rubber gloves, and multiple masks for our staff and student assistants.