



TEXAS TECH UNIVERSITY
Office of the Provost

Office of Planning & Assessment™

Institutional Effectiveness Weekly Report

July 26, 2019

Special Report

Preparation for SACSCOC Fifth-Year Interim Report

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



SACSCOC Summer Institute 2019: Implications for Texas Tech's 5th Year Interim Report

The 2019 SACSCOC Summer Institute provided myriad opportunities to learn about recent interpretations and findings resulting from the 2018 revised *Principles of Accreditation*. The following implications are especially pertinent to Texas Tech's Fifth-Year Interim Report preparations.

1. **Ensure Texas Tech's Institutional Summary form is accurate.** The Institutional Summary form is now used as a cross-check to ensure that institutions are submitting consistent information across standards. For example, the degree programs listed in 8.2.a must match the degree programs listed on the Institutional Summary form. Similarly, the admission requirements for degrees submitted in 10.3 must also match the degrees provided on the Institutional Summary form.
2. **Reaffirm Texas Tech's mission statement with the Board of Regents.** In several sessions, reviewers questioned the recency of institutions' mission statements. For example, some institutions had not reviewed their mission statement in well over a decade. This created questions for reviewers, who wanted to ensure that mission statements were regularly reviewed by their respective governing boards. Texas Tech's mission statement was approved by the Board of Regents in 2010.

3. **Review Texas Tech’s process for regularly evaluating cooperative academic agreements (10.9).** The new language and interpretation of 10.9 was also discussed at length during the Summer Institute. It appears that many institutions fail to produce evidence that they *regularly evaluate* their cooperative academic agreements. The SACSCOC Vice President in attendance recommended a 3-year review process of these types of agreements.
4. **Disaggregate student achievement data by ethnicity (8.1).** Dr. Belle Wheelan explicitly shared this recommendation during an address to attendees. Furthermore, she advised that institutions review their key completion indicators previously submitted in July 2018. Wheelan’s call to disaggregate these data is a new expectation; therefore, we will need to communicate this edict to the 8.1 team.
5. **Carefully review recently released SACSCOC documents.** Texas Tech’s SACSCOC Vice President, Dr. Nuria Cuevas, identified several documents that require further internal review and consideration: 1) guideline statement on appropriateness of full-time faculty, 2) policy statement on Reports Submitted to SACSCOC, and 3) interpretation of 9.3 (general education requirements specific to humanities courses).
6. **Ensure that Office of Civil Rights investigations are included in 13.8.** Many sessions discussed institutions’ omissions of their OCR investigations, which immediately sent institutions into negative sanctions. Information must be included about *any* OCR investigation since the time of the last reaffirmation. In Texas Tech’s case, we must include *any* OCR investigation post-2015.

Fifth-Year Interim SACSCOC Standard	OPA Staff Support Member	TTU Team Leader	Status as of 07/26/19
<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>Hughes will ask for a status update from Billingsley in early September.</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>Team meeting scheduled for July 30, 2019.</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>Team meeting scheduled for August 29, 2019.</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>Jennifer S. Hughes, Managing Director</p>	<p>Dr. Rob Stewart, Senior Vice Provost</p>	<p>Hughes and Shatley will prepare faculty roster for Stewart's review on September 1, 2019.</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, Lead Administrator</p>	<p>Dr. Patrick Hughes, Vice Provost</p>	<p>Team meeting scheduled for August 19, 2019.</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, Lead Administrator</p>	<p>OPA</p>	<p>Hughes and Morton will meet with Spradlin to prepare descriptions of degree programs' evidence of seeking improvement.</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>Craig Morton, Associate Director</p>	<p>Genevieve Durham DeCesaro, Vice Provost</p>	<p>Morton met with Genevieve DeCesaro on 7/10 to discuss progress. Team members are gathering relevant evidence and are required to submit to GDD by the beginning of the semester. She is going to sent out a reminder this month.</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>Craig Morton, Associate Director</p>	<p>Genevieve Durham DeCesaro, Vice Provost</p>	<p>Morton met with Genevieve Deesaro on 7/10 to discuss progress. GDD is gathering data and feels confident with progress. The discussion was primarily focused on what is required in the narrative for this standard.</p>
<p>10.2 (Public information)</p> <p>The institution makes available to students and the public current academic calendars, grading policies, cost of attendance, and refund policies.</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Garrett McKinnon, Managing Director</p>	<p>Hughes will ask for a status update from McKinnon in early September.</p>

<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>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Garrett McKinnon, Managing Director</p>	<p>Hughes will ask for a status update from McKinnon in early September.</p>
<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>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Dr. Ethan Logan, Associate Vice President</p>	<p>Logan held team meeting on Thursday, July 25. The team included representatives from Law, Graduate School, OIA, and eLearning. Logan is asking team members to gather artifacts that they will discuss in their next mid-September meeting.</p>
<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> <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>Ashley Pruitt, Administrator</p>	<p>Dr. Justin Louder, Associate Vice Provost</p>	<p>Ashley met with Justin Louder, Clay Taylor, and Lindsey Haylee from the eLearning on 6/25/2019 at 2:00PM. Discussion focused on how this response should include a 'blurb' that possibly needs to be added to other standards to assure Distance Education requirements are met throughout. The team requested that they get a chance to review all submissions in January and provide additions as necessary. The team had no other questions or concerns at this time. Ashley will follow up with the team in early September for a status update.</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>Craig Morton, Associate Director</p>	<p>Genevieve Durham DeCesaro, Vice Provost</p>	<p>Morton met with Genevieve DeCesaro on 7/10 to discuss progress. The discussion for this standard was focused on the continuous improvement efforts that can be demonstrated since the last response in 2015.</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>Jennifer S. Hughes, Managing Director</p>	<p>Dr. Darryl James, Vice Provost</p>	<p>Hughes and James will prepare a plan for gathering these academic agreements into a central location.</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, Lead Administrator</p>	<p>Dr. Cathy Duran, Vice Provost</p>	<p>Duran called OPA office on 7/26. Duran said that she and Miller are assembling materials for their team. She will cc Hughes on a meeting request for mid-August.</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, Lead Administrator</p>	<p>Dr. Cathy Duran, Vice Provost</p>	<p>Duran called OPA office on 7/26. Duran said that she and Miller are assembling materials for their team. She will cc Hughes on a meeting request for mid-August.</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</p>	<p>Jennifer S. Hughes, Managing Director</p>	<p>Shannon Crossland, Senior Director</p>	<p>Hughes to provide feedback of Crossland's initial draft in early August.</p>

<p>program responsibilities under Title IV, SACSCOC relies on documentation forwarded to it by the U.S. Department of Education.</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>Craig Morton, Associate Director</p>	<p>Brandon Hennington, Managing Director</p>	<p>Morton met with Hennington and his team on 7/8. Hennington has added a new member to his team, Amanda Salazar. She will be responsible for managing evidence. The focus was on the narrative.</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>Craig Morton, Associate Director</p>	<p>Ronald Phillips, Chief Compliance Officer</p>	<p>Morton met with Ronald Phillips and Weston Allen on 7/17 to discuss progress. The 13.8 team had questions about various topics including the narrative, the required evidence, and recommendations for topics to be covered. The 13.8 team, however, appears to be making excellent progress.</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 (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>Craig Morton, Associate Director</p> <p>Jennifer S. Hughes, Managing Director</p>	<p>OPA</p>	<p>OPA has a meeting scheduled for Wednesday, July 17 to discuss our internal plan for drafting 14.1.</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>Ashley met with Justin Louder, Clay Taylor, and Lindsey Haylee from the eLearning on 6/25/2019 at 2:00PM. Discussion focused on how this response should include a ‘blurb’ that possibly needs to be added to other standards to assure Distance Education requirements are met throughout. The team requested that they get a chance to review all submissions in January and provide additions as necessary. The team had no</p>

			other questions or concerns at this time. Ashley will follow up with the team in early September for a status update.
<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>Craig Morton, Associate Director</p> <p>Jennifer S. Hughes, Managing Director</p>	OPA	OPA’s student assistant is currently gathering the addresses of our disciplinary accreditors, so that we can prepare notification letters accordingly.