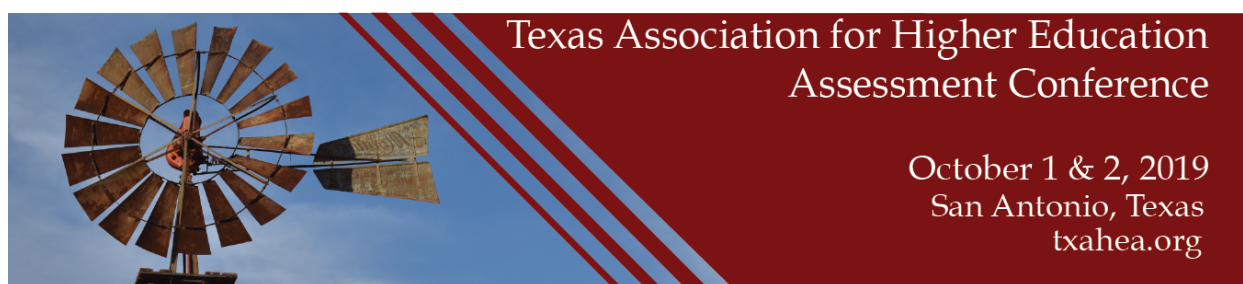TEXAS TECH UNIVERSITY
Office *of the* Provost
Office *of* Planning & Assessment™

Institutional Effectiveness Weekly Report
August 2, 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 Report
  ▪ Team 6.1 convened its first official team meeting on Tuesday, July 30. Hughes prepared several documents in advance of the meeting, including a list of talking points for Dr. Stewart, an updated suggested outline for 6.1, and the meeting agenda. Stewart led the meeting, and asked team members to consider college-specific examples that relate to the "adequacy of TTU's full-time faculty." A second meeting is scheduled for October 9, 2019. Hughes also documented meeting minutes for the group, which will be sent via email next week.
  ▪ Hughes prepared a PowerPoint presentation for Dr. Darryl James that can be used as an educational piece for various TTU leadership groups. This PowerPoint provides a brief overview of recommendations based on attendance at the SACSCOC Summer Institute.
  ▪ Hughes and Morton determined several Fall 2019 Fifth-Year Report action items in response to information released at the SACSCOC Summer Institute.
    ▪ Run the THECB Program Inventory report on September 1, which will serve as the foundation for TTU's Institutional Summary Form. Compare this list of approved CB degrees to degrees listed in Nuventive Improve (8.2.a). Ensure these degree names are also accurately listed in DigitalMeasures (6.2.c).

- Send letters to all USDOE-recognized accrediting agencies describing Texas Tech in identical terms on September 1. Hughes and Morton have been closely following recent discussions on the SACSCOC listserv related to 14.4.
- Convene a meeting with eLearning staff to review cooperative academic agreements (10.9).
- Discuss recently released SACSCOC policy documents during OPA's weekly staff meeting.

✦ Texas Higher Education Coordinating Board and State of Texas Reporting
- Core Curriculum data are being cleaned and organized to prepare for the annual Core Curriculum report upload on August 15, 2019. This report will be completed on October 1 to meet other institutional reporting deadlines.

✦ Quality Enhancement Plan
- OPA continues to assist with the comprehensive analysis report of the Student Experience with Study Abroad: Pre-departure and Reflection assessment. OPA staff are currently finalizing college-level reports and collaborating with Dr. Paul Pare and Dr. Raychel Vasseur to ensure all report elements are complete.

OUTCOME 2: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations.
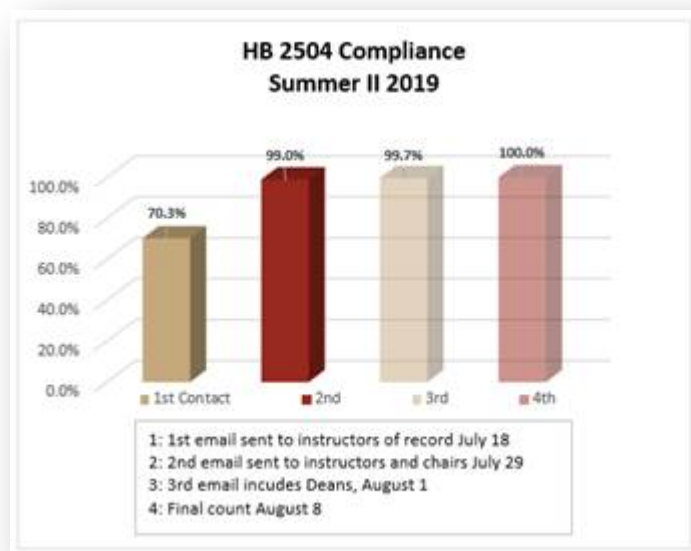
✦ Training and Consultation Tracking
- These totals include consultations and communications where the OPA provides support for faculty and staff on non-project specific activity.

	Number of individuals	Number of issues addressed	Number of email sent on issue	Number of phone calls	Number of informal consultations	Number of formal trainings
Week of July 29, 2019	10	4	25	7	0	1
As of Sept 1, 2018	1209	1077	2007	351	108	37

✦ Developmental Opportunities
- The Fall 2019 semester begins in just a few weeks, and we are preparing accordingly to meet increased faculty needs. Morton is updating our internal office calendar and our internal project list. Many of the events that OPA hosts cannot be scheduled until the TLPDC allows room requests at the beginning of August.
- OPA is developing a Methods of Assessment report and infographic from 2018-2019 assessment data. The infographic will visually demonstrate the various methods used by undergraduate and graduate programs to assess student learning. The overall goal is to encourage programs to consider new ways to measure student learning.

✦ The Outreach and Engagement Metrics Task Force submitted its final recommendation to Dr. John Opperman and Dr. Darryl James on July 22. The revised plan was approved and plans for implementation have already begun. First, the revised plan will move from academic year reporting to calendar year reporting. Second, the revised plan uses

DigitalMeasures as the primary method of assessment, followed by Raiders Engaged to gather substantive outreach and engagement data. Lastly, the revised plan includes technological changes that will prepopulate user data.

✦ Each College has been asked to participate in a Faculty Peer Review process of Annual Assessment Reports. The College of Education has been attempting to finalize this process for their 2017-2018 reporting and is nearly complete. This week, OPA met with Dr. Marcelo Schmidt to discuss the college's progress and to provide him with available raw data.

✦ In the spring 2019 semester, WCOE department chairs received an ABET assessment reporting template for undergraduate degree programs. Departments are beginning to submit those reports and the information will be entered into Nuventive Improve over the course of the next month. This effort will guarantee that the College of Engineering is in full compliance with assessment annual reporting for the Fifth-Year Report.

✦ General Faculty Credentialing
  ▪ HB2504 compliance for Summer 2 is currently at 99% compliance after the 2nd email contact to faculty, this time including chairs. We need less than 10 syllabi to be 100% compliant. A final email will go out on Monday which will include associate deans.
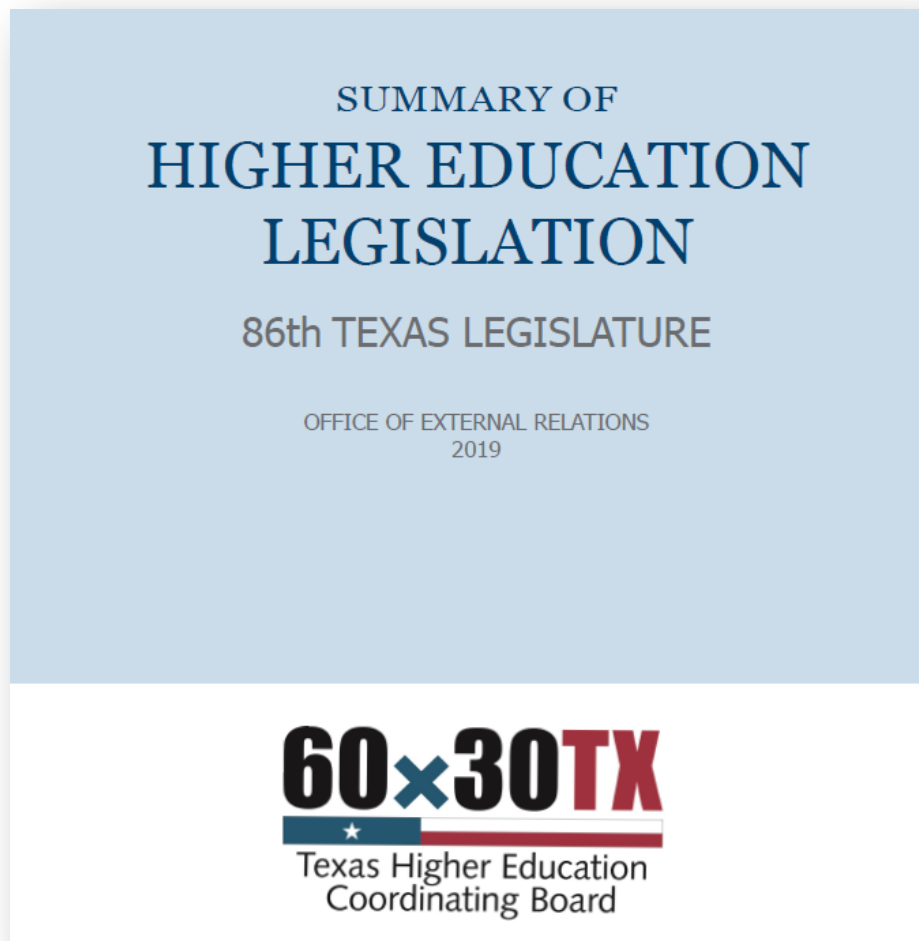

HB 2504 Compliance Summer II 2019

1: 1st email sent to instructors of record July 18
2: 2nd email sent to instructors and chairs July 29
3: 3rd email incudes Deans, August 1
4: Final count August 8

  ▪ Multiple screen revisions have occurred in the past two weeks. These changes affect mandatory fields on the Scholarships, Fellowships, and Awards screen, and the Intellectual Property screen, which adds differentiation between Licensed and Unlicensed patents (completion date is scheduled for 8/2).
  ▪ Course evaluations for Spring 2019 have been uploaded to Digital Measures.
  ▪ Screen revisions for Outreach and Engagement have been submitted, pending completion from DM.
  ▪ A new update from the College of Business will include URLs for publications, so they can be found online. A date for completion will be provided when available.

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
- ▪ The Coordinating Board posted the pdf of the Summary of Higher Education Legislation: 86th Legislative Term. The report is attached, but there four sections of potential interest: Dual Credit (page 12), Transfer (page 24), Campus Safety (page 30), and Institutional Governance (page 51).

SUMMARY OF

HIGHER EDUCATION LEGISLATION

86th TEXAS LEGISLATURE

OFFICE OF EXTERNAL RELATIONS
2019

60×30TX
Texas Higher Education
Coordinating Board

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

✦ OPA is currently reviewing and revising our internal operating procedure manual. We expect to collaboratively complete this task during our next staff meeting.