Institutional Effectiveness Weekly Report

TEXAS TECH UNIVERSITY

August 5, 2022

Outcome 2

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

Fall 2022 Office Activity Plan

August 2022

Send welcome email to faculty

Send email to QEP committee members/prepare report over findings from August 23rd meeting

Finalize schedule for OPA Learning Series and OPA Coffee Breaks

FS training materials for New Faculty

Hold launch meetings with reaffirmation authors

Prepare for QEP Fall meetings

Re-start OPA blog, plan social media content for September, October, November, and December

Prepare assignments for Fall 2022 OPA Newsletter

Degree Program Coordinator Report

Add rollover (annual year identifiers) to FS

Summer FS course evaluations from IR

Double-check student achievement data on our website

QEP meeting – invite members to join a September Working Group

September 2022

Report on HB 2504 Compliance for Fall 2022

Officially launch OPA social media

Send marketable skills letter to students

Send transcript reports (FS) to all chairs and ask them to update

Run the program inventory to see what needs to be updated

Reinforce QEP Report deadlines

Preparation for Fall 2022 IE Committee meeting

NI training

Prepare QR codes for TxAHEA, prepare registration process for TxAHEA

OPA blog post
AIG deadline and selection
Distribute CL Survey
QEP meeting – Working Group presents 3 project ideas, OPA to send a survey to committee members about the 3 project ideas

October 2022
Terminal Degree Report (FS)
October 1st deadline (NI)
October 15th deadline for all support units to submit assessment reports
Review Adobe information for CCR
TxAHEA!
OPA blog post
Administer ETS to graduating seniors
QEP meeting – listening sessions/comment period/revise project ideas based on feedback, create a working group to get institution-wide feedback on QEP project
Fall 2022 IE meeting
Outreach to reaffirmation authors

November 2022
Report of Missing Assessment Reports
Fall 2022 newsletter
OPA blog post
SSL IE Meeting
QEP meeting – take a vote on final project, November working group provides feedback
Wrap-up TxAHEA activities from October

December 2022
Begin PAR evaluations
Course evaluation uploads to FS
Submit HB2504 report to the State
Prepare/Talk to ORS about prepping for award/grant data
OPA blog post
QEP meeting – announce the voting results, and then talk about QEP Director posting, etc., establish a December/January Working Group – QEP Administration
SACSCOC Annual meeting