Office *of* Planning & Assessment™

Institutional Effectiveness Weekly Report
September 20, 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
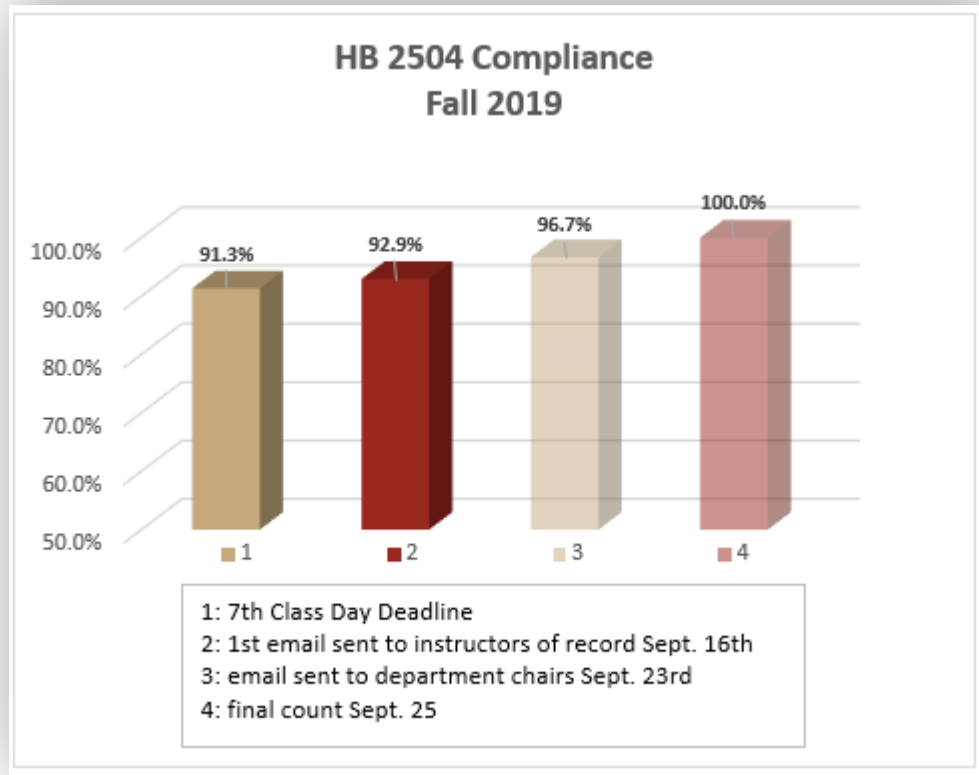San Antonio, Texas
txahea.org

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.

✦ DigitalMeasures
  ✦ OPA staff have been working with RCOBA to completely automate the AACSB accreditation reports. Doing so will save innumerable hours each term as well as maintenance three times per year, when the final report is required, and any time annual faculty reports are pulled. Communication with RCOBA regarding synchronization issues is ongoing and strides have been made to find patterns that may be affecting records from pulling into DM correctly. This includes rectifying variable credit hour courses for corrected SCH with a much lower threshold for error, updating faculty profiles that may not have been updated in DM - especially when accounts are created manually rather than via sync from Banner - and timing issues related to semester data cutoff points.

  Working with App Development, RCOBA, and DigitalMeasures, we hope to find a solution to this issue on the backend. In the event this is not possible, a spreadsheet is being prepared to upload for rectification of previous years with Banner data. This route is not preferred as it is a manual process every term involving DM's intervention, but we do have a contingency plan in the event the coding cannot be reasonably changed to include the data being requested.

✦ Current HB2504 compliance compared to Fall 2018 is 6% higher, meaning more syllabi are uploaded without intervention from OPA. (Due to the synchronization issue, HB2504 "first contact" date is later this term. The below graphs still operate on 7th class day, first, 2nd, and final contact regardless.) With the synchronization fixed, we estimate this to be closer to 92-93%. After first contact, this number increased to 93%.

HB 2504 Compliance
Fall 2019

- 1: 91.3%
- 2: 92.9%
- 3: 96.7%
- 4: 100.0%

1: 7th Class Day Deadline
2: 1st email sent to instructors of record Sept. 16th
3: email sent to department chairs Sept. 23rd
4: final count Sept. 25

✦ HB 2504 corrections have been made for the DM to Banner sync for new faculty or faculty changing departments. In the past two weeks, we have had no new faculty or HB2504 tickets opened in Footprints, compared to the first week of classes where 44 tickets were opened regarding account creation, assistance with syllabus uploads, DM transfers, or general DM questions.
  ▪ The cause of the synchronization issues has been identified, and a preliminary report will be run at the beginning of the next-term sync in November or April, respectively, to determine course prefix or department code changes which affect account creation and scheduled teaching upload.

OUTCOME 2: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations.

✦ The first OPA Coffee Breaks of the fall semester was held on September 11th, 2019. The topic was Assessing at a Distance: Measuring Student Learning Online with Dr. Justin Louder. We had a great attendance of 24 faculty and staff and overall it was a very successful and informative event. We have included a collage of pictures from the event below. Our next OPA Coffee Breaks will be held on October 7th, 2019. The topic will be Transparent Assignment Design: Using a Purpose-Task-Criteria Framework with Suzanne Tapp. This will take place from 3:30-4:30PM in TLPDC 153.

✦ Libby Spradlin and Kenny Shatley held numerous group training sessions in September on Nuventive Improve and DigitalMeasures in the TLPDC computer lab. Nuventive Improve trainings were offered on September 11th and 12th and a total of 10 individuals attended. DigitalMeasures trainings were offered on September 17th and 19th and a total of 5 individuals attended.

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.

- ✦ TxAHEA Update
  - ○ We are 11 days away from our 2019 TxAHEA Conference in San Antonio, TX, and OPA is working fast and furious with last minute preparations. This week, OPA finalized the conference program, packaged and shipped lanyards to the host institution, and submitted the order for the conference t-shirts.

- ✦ Jennifer Hughes met with Senior Associate Dean Jeff Mercer on Wednesday, September 11. The purpose of the meeting was to update Dr. Mercer on the specifics of 6.2.b. (full-time faculty).

- ✦ OPA staff are carefully monitoring developments for 8.1 compliance. A recent memo drafted by SACSCOC President Belle Wheelan was distributed to Patrick Hughes, who is the team leader for 8.1.

✦ OPA staff submitted a prospective OP to ensure Texas Tech's compliance with 10.9. This OP was submitted to Dr. James on 9/16/19. The new OP requires that all cooperative academic agreements are reviewed on a routine schedule.

[NEW OP–Initial posting 9/xx/19]

Operating Policy and Procedure

OP 10.23: **Cooperative Academic Agreements Compliance**

DATE: September xx, 2019

PURPOSE: The purpose of this Operating Policy/Procedure (OP) is to establish a regular review of current cooperative academic agreements to ensure the university remains in compliance with SACSCOC standard 10.9.

REVIEW: This OP will be reviewed in September of each year by the Office of the Provost.

POLICY/PROCEDURE

Per SACSCOC policy, all cooperative academic agreements shall be reviewed every five years from the original signature date. An annual meeting shall be convened by the Office of the Provost to review these agreements and to determine whether Texas Tech wishes to continue the cooperative relationship. The annual review meeting shall include designees as assigned from the Office of the Provost.