



TEXAS TECH UNIVERSITY  
Office of the Provost

## Office of Planning & Assessment

# Institutional Effectiveness Weekly Report

March 30, 2018

## Special Report

### *Preparation for SACSCOC Fifth Year Interim Report*

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

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As a reminder, this special report will be produced for Dr. James at the end of each month, beginning January 2018. This month's special report features four important information items: 1) collaboration with the Office of Institutional Research on evidence preparation for Core Requirement 6.1; 2) review of data prepared for compliance with Standard 5.4, and and 3) strengthening documentation on actions for improvement and follow-up actions to maintain compliance with Standard 8.2a. **All of these standards are required elements of the Fifth Year Interim Report.**

**First**, OPA staff met today, March 30, 2018 to discuss evidence needs for the institution's compliance with CR 6.1. This revised standard states "the institution employs an adequate number of full-time faculty members to support the mission and goals of the institution."

TTU was found compliant with this standard at the off-site review phase of the 2015 reaffirmation cycle. In the CCR, Texas Tech argued that its full-time faculty members adequately supported the mission of the institution by identifying how the institution strives to meet smaller student-to-faculty ratios in *Making it Possible*. In the CCR, TTU provided examples of higher ratios than the aspirant 30:1 ratio.

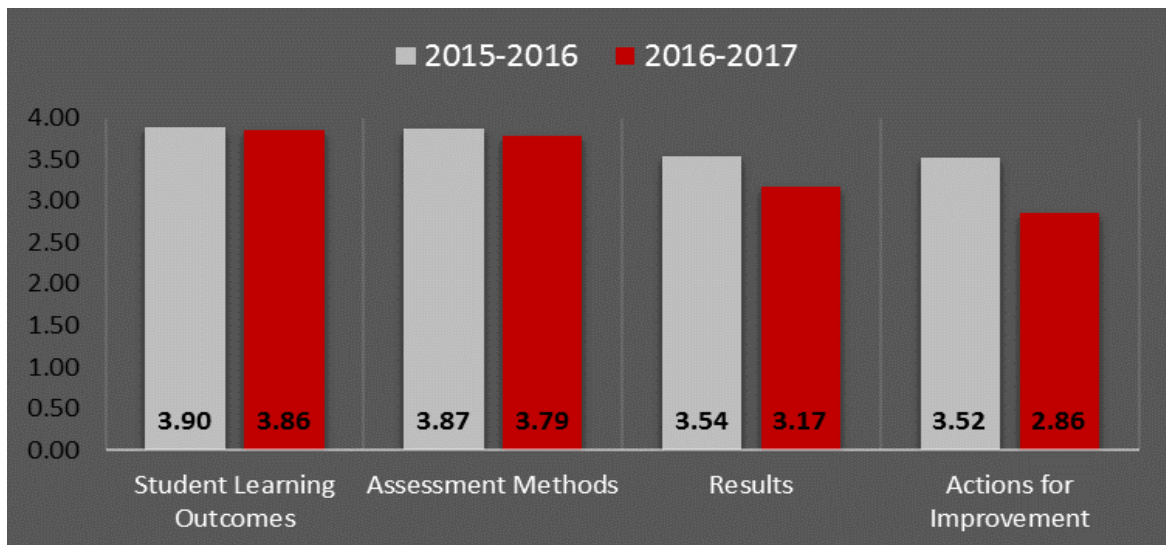
*Overall, the institutional ratios for the number of declared majors per department to instructional full-time faculty were 21.0:1 in the Fall 2013 and 18.9 in the Spring 2014 [21]. These ratios are in line with the aspirant goal of the university. However, there are two colleges above the 30:1 ratio: Rawls College of Business (38.5:1 in the Fall and 35.4:1 in the Spring), and the College of Media and Communications (36.8:1 in the Fall and 31.5:1 in the Spring). In addition to the two colleges, there are four departments with ratios above the 30:1 criterion. These four departments are the Department of Health, Exercise, and Sport Sciences in the College of Arts and Sciences, the Department of Petroleum Engineering in the Whitacre College of Engineering, and the Department of Human Development and Family Studies, and Department of Nutrition, Hospitality, and Retailing, both in the College of Human Sciences. (The Department of Nutrition, Hospitality, and Retailing was separated into the Department of Hospitality and Retailing Management and the Department of Nutritional Sciences, with approval from the THECB dated May 15, 2014.)*

The Office of Institutional Research was a key partner in the development of these data. OPA intends to meet with IR to request these data in preparation for the Fifth Year Interim Report. Attached to this weekly report are evidence files that were appended to the CCR; we intend to request updated files so that we can begin collating relevant reports to this standard.

**Second**, OPA's student assistant has entered curriculum vitae information directly into DigitalMeasures for those employees who serve as members of the President's Executive Council. OPA's student assistant completed this task significantly sooner than expected. We are currently reviewing the accuracy of these reports. One staff member did not have a current vita, so we are currently exploring how we can prepare this employee's DigitalMeasures profile. Current members of the President's Executive Council include: Martha Brown, Chris Cook, Michael Galyean, Grace Hernandez, Paul Herring, Kirby Hocutt, Joseph Heppert, Ethan Logan, John Opperman, Ronald Phillips, Elizabeth Sharp, and Noel Sloan.

**Third**, OPA staff continue to emphasize the critical importance of documenting actions for improvement and follow-up actions to maintain compliance with 8.2a. In every chair meeting, we discuss the importance of thoroughly describing each degree program's action for improvement and subsequent follow-up statements. In next year's PAR evaluation, we will be even more stringent with degree program's to document their improvement efforts. We are sharing the following items with each department chair during their annual assessment consultation with OPA staff. We encourage department chairs to share this information with their faculty.

*This chart emphasizes how the documentation of actions for improvement declined in 2016-2017 reporting.*



This slide shares our office's expectations for documentation of actions for improvement and follow-ups.

# Actions for Improvement

Please Reference  
Departmental  
Handout

2017-2018 Requirements

Follow Ups required based on Actions for Improvement entered in the 2016-2017 Annual Report.

Criteria for a Highly Developed Assessment Plan and Annual Report		
Element	Component	Criteria
Actions for Improvement and Evidence of Improvement	Actions for Improvement	Based on the Results provided in the previous Element, adequate Actions for Improvement have been documented. (No "blanket statements" are used for multiple statements).
		The Actions for Improvement provided demonstrate further analysis of the area for improvement.
		The Actions for Improvement provides a clear plan for how the improvement to either student learning or the assessment of student learning will be implemented.
		Multiple entries were submitted for Follow Up section
	Follow Ups	Follow Up information details specific actions that were taken over the course of the year that were detailed in the previous year's Actions for Improvement section.
		Follow Up submissions provided an adequate narrative description of actions taken as well as provided uploaded related documentation.