



TEXAS TECH UNIVERSITY
Office of the Provost

Office of Planning & Assessment

Institutional Effectiveness Weekly Report

February 8, 2018

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

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.

- On February 6, Jennifer Hughes participated in a conference call with Apoorva Shah, who leads Product Strategy for EAB. Discussion focused on how Texas Tech uses DigitalMeasures as a tool for measuring scholarly activity. This meeting was originally requested by Provost Galyean, via Dr. Darryl James.
- Dr. Darryl James provided helpful and constructive feedback regarding the Experience Record screens in DigitalMeasures. We will produce a modified draft for Dr. James' review in next week's IE Weekly report.
- Faculty Peer Review Report Update- OPA has produced reports for three Colleges (College of Education, Whitacre College of Engineering, and Talkington College of Visual & Performing Arts) that conducted their respective College's review using OPA's online Qualtrics evaluation tool. OPA staff also assisted the College of Arts and Sciences with reviewers' access to TracDat for their upcoming Faculty Peer Review.
- Actions for Improvement Report- This report will be a significant evidentiary document in the Fifth Year Report. OPA staff are in the process of creating a report for each College that states the Actions for Improvement within each of their respective degree programs. The Actions for Improvement report will give the degree program guidance on drafting their 17-18 actions for improvement.
- Faculty Credentialing
 - Good progress is being made uploading transcripts and proofing department reports. OPA staff will begin presenting this information to chairs by the end of February.
 - OPA staff pulled the second HB 2504 missing syllabi report on Friday, February 2. Approximately 170 syllabi were still missing of the 3,996 undergraduate, credit-bearing courses being taught spring semester which represents 95.7% compliance. Instructors with missing syllabi were notified a second time. OPA staff will begin notifying department chairs with any final outstanding syllabi on February 9.
 - OPA staff continue to assist Deans and faculty members with specific issues related to Annual Faculty Reports. The College of Human Sciences asked for

several updates to their report. As of this time, all reports seem to be running correctly.

- An OPA staff member attended a DigitalMeasures webinar regarding an upgraded SACSCOC Faculty Roster report. This will more closely align with new Requirement 6.2.a. The report is available for use now at no additional cost. The upgraded report has the capability of pulling more specific information for faculty members who have credentials that do not line up closely with their teaching.
- Open DM Work Requests

Request #	Date Opened	Title	Status
83	12/18/2017	Create new report "Terminal Degree Report for Undergraduate Courses"	2-1: OPA staff will review this report that DM returned as complete.
91	1/18/2018	Import Min Wang's DM account from Michigan Tech University	2-8: Min Wang indicated she manually entered her DM data because her chair was requesting it to be complete. This work request can be closed. 2-8: OPA staff reached out to Min Wang to see if she has any contacts at Michigan who could help move this process forward. 2-2: DM indicated that Michigan Tech has not replied to a request to import this account. DM made a second attempt.
97	1/26/2018	Edit Intellectual Contributions to show % of Contributions	2-8: DM completed this request. OPA staff will now reach out to Dr. McBee to see where he would like this to be reflected on the A&S Annual Report.
98	1/29/2018	Pending Date Change, Annual Report for College of Human Sciences	2-8: Dr. Huffman confirmed the report adjustments are correct and this work request is closed. 2-7: DM completed this additional request. 2-6: Dr. Huffman asked for another adjustment. This is to add passing grades to the report. 2-2: DM completed this request. OPA staff asked Dr. Huffman to confirm that it is correct.
99	2/1/2018	Delete from Transcript Report Title	2-1: OPA staff realized that "With data from the Faculty Roster as of:" needed to be removed from the report title to avoid confusion. Expected completion is 2-16.

- Usage Statistics

(Number of Logins)	1 Week	1 Month	6 Months	1 Year
Activities Database - University (157,397)	4,006	38,742	68,521	82,686

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

- IE Handbook- OPA staff are updating the IE Handbook, which should be complete by the end of February.
- TxAHEA- Distributed an email marketing the upcoming TxAHEA conference to listserves and all Program Coordinators at Texas Tech.
- TxAHEA – Earlier this week, Texas A&M – Commerce volunteered to participate as a conference partner, so OPA staff are currently in the process of scheduling a phone conference to determine how they can assist.
- TxAHEA – As of February 1st, the TxAHEA Conference is accepting proposal submissions for the 2018 conference. OPA began marketing the conference on February 1st to TTU assessment individuals as well as on assessment-related listservs. The University of North Texas and Angelo State University are also assisting in promoting the conference to universities in their areas. Conference proposals are being accepted through April 1st.
- The following invitation email was sent to department chairs, associate deans, the IE Committee, the OPA Assessment Liaison Group, the SSL Committee, and past TAN attendees regarding the upcoming OPA Coffee Breaks series. See the invitation (below) for more details.



Good Morning, IE Committee.

Our office thought you might be interested in attending our first OPA Coffee Breaks series. This message was sent earlier this morning to department chairs and associate deans. Please feel free to forward to your interested faculty.

The Office of Planning and Assessment invites you to attend the first meeting of **OPA Coffee Breaks**. Coffee Breaks are intended to be informal get-togethers where individuals interested in assessment can discuss and collaborate on new ideas, as well as learn about the latest developments in the assessment world. Our first Coffee Break is scheduled for **Wednesday February 14th** at 9:00am in Administration 244 with a topic of **New SACSCOC Standards & What They Mean To You**. However, all questions and topics are encouraged! We welcome you to sit down and enjoy a **free** cup of coffee on us, and help build community here at Texas Tech!

Your friends in assessment,

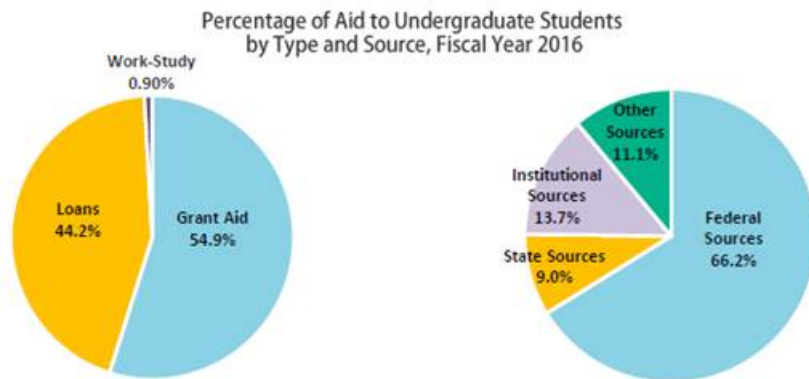
OPA

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.

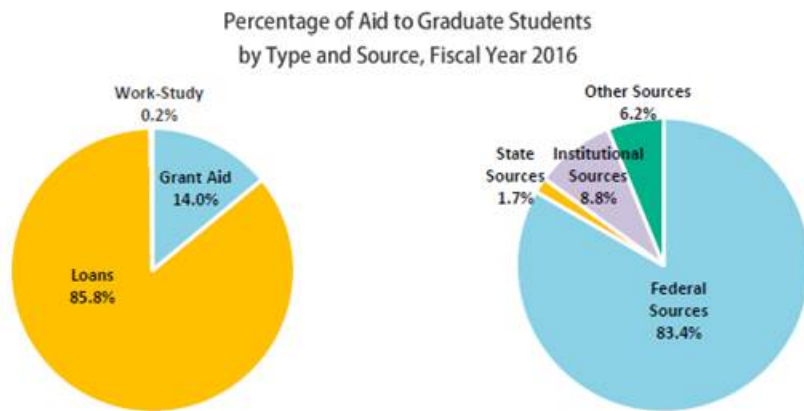
- New Chair Meetings
 - Meetings are in the process of being scheduled for new department chairs in the following departments: Chemistry, English, Environmental Toxicology, Political Science, Curriculum & Instruction, Civil Engineering, Mechanical Engineering, and Hospitality and Retail Management.
- SACSCOC
 - Jennifer Hughes attended a SACSCOC Substantive Change webinar on February 8. The title of the webinar was "Managing Off-Campus Instructional Sites."
- THECB
 - This week, Dr. Drew Winters responded to our office's request for identifying spring 2018 graduates who can provide anecdotes related to their marketable skills. OPA staff will follow up with College of Business departments who have not yet responded to this request. Next week, our efforts will focus on contacting the College of Human Sciences.
 - A flier was made publicly available with an overview of financial aid in Texas. The balance of grant and loan opportunities, including effective advising on these options, plays a key role in helping students manage their loan debt. Types and sources of financial aid include the following:

GRANTS	LOANS	WORK-STUDY
<ul style="list-style-type: none"> - Need-based - No repayment - Examples: Toward Excellence, Access and Success Grant (TEXAS Grant), Texas Educational Opportunity Grant (TEOG) 	<ul style="list-style-type: none"> - Most costly to student who must repay money, usually with accrued interest 	<ul style="list-style-type: none"> - Need-based - State or federal funds are leveraged with earnings students receive through part-time jobs, on campus or off campus

In 2016, undergraduate student reliance on loans was significant even though the amount of grant aid exceeded the amount of loan assistance as illustrated below.



For graduate students, the percentage of federal aid exceeded federal aid to undergraduate students.



In FY 2016, a total of \$9.3 billion in undergraduate and graduate student financial aid was awarded from federal, institutional, private, and state funding, but there was a significant amount of unmet financial need among students attending Texas institutions of higher education. The average amount per student needed to cover the gap between undergraduate education costs and student resources

(Expected Family Contribution and financial aid) was \$6,645 for students attending public universities.

- Proficiency Profile – OPA staff participated in a conference call with individuals from ETS regarding administration of the Proficiency Profile to senior students in the spring 2018 semester. OPA plans to administer the 40-minute online abbreviated form to a small sample of 75 senior students in order to test the ease of administration as well as review data from reports. The pilot administration will help OPA ensure the Proficiency Profile is an acceptable tool to continue using for benchmarking senior student performance at TTU.
- SSLs – Feedback reports from the SSL IE Committee were due on February 1st. As of February 8th, all feedback entries have been received with the exception of Kathleen Harris, who retired from the university in January. OPA staff will supplement Ms. Harris's feedback. OPA will begin reviewing feedback and creating reports to deliver to SSL directors this spring.