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

OUTCOME 1: Texas Tech will be found in compliance with all external accrediting agencies and State of Texas mandates

- OPA collaborated with IR to provide documentation for this week’s THECB Formula Funding Audit. The THECB auditor requested teaching credentials for 13 faculty members. OPA gathered and documented the teaching credentials for all of these individuals, and no further inquiries were requested. A customized roster was created for the audit, which has been archived on OPA’s shared drive. The Graduate School and the Registrar’s Office also provided documentation for the audit.

- SACSCOC Monitoring Report Update:
  - OPA staff have prioritized the Monitoring Report as a top priority for summer office activities. The Monitoring Report will respond to SACSCOC’s recommendation that “the institution should demonstrate in its monitoring report that it has a completed cycle of assessment and that its revised assessment process results in actionable data that informs improvement.”
  - The background section has been drafted which includes information from the CCR, the Off-Site Committee report, the Focused Report Response, the On-Site Committee report, and the Response Report.
  - A table is being created to include in the Monitoring Report detailing changes in degree program assessment. The table will include 12 examples for each of the report components (SLOs, assessment methods, criteria, results, actions for improvement) and how the programs have improved in their reporting from 2014-2015 through 2015-2016.
  - A detailed explanation of the Assessment Cycle has been drafted, explaining what current assessment reporting expectations are, how feedback is provided, and how TTU uses the data.
  - A chart has been created to explain how assessment reporting has developed over the past four years.
  - The iwebfolio report shell has been created. It is in a very basic format, but will become more robust as sections are defined. Currently, it is named “2016 Monitoring Report” for easy identification.

- The Core Curriculum Annual Report is in the final stages of preparation. OPA staff are writing action items, then the report will be forwarded to Genevieve Durham DeCesaro for review. A final version should be ready for review within the next few weeks.
• DigitalMeasures Activity

<table>
<thead>
<tr>
<th>Activities Database - University (118,590)</th>
<th>1 Week</th>
<th>1 Month</th>
<th>6 Months</th>
<th>1 Year</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>274</td>
<td>1,321</td>
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</table>

**OUTCOME 2: The Office of Planning and Assessment will contribute to the Office of the Provost’s institutional planning processes**

- Research is underway directed at the THECBs 60x30TX Marketable Skills initiative. OPA staff intend to use relevant information in the iPortfolio funding proposal which will be presented to Provost Lawrence Schovanec in June.
- Two Online Senior Assessment scholarship winners were chosen and a photo was taken with Provost Schovanec to document this achievement. The winners both graduate this May, so a scholarship will be retroactively applied to their Spring 2016 accounts.
- An IRB for an in-house critical thinking assessment is being drafted. Weekly meetings are being held to further the development of the IRB and discuss the assessment process for the instrument. We are hopeful to have the IRB submitted within the next few weeks.

**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:
  - A Texas public university expenditure study for FY 2015 was published by the THECB. This study determines the level of formula funding recommended for each institution. Texas Tech University’s report is attached to this email exhibiting expenditures by element, per student credit hour, and by discipline.

**OUTCOME 4: Texas Tech University faculty and staff will be well-prepared to meet OPA’s faculty credentialing, assessment, and strategic plan expectations**

- SSL feedback meetings are underway this week and will be completed next Thursday. So far, one unit has submitted their 2015-2016 results and actions for improvement along with the changes to their 2016-2017 outcomes and means of assessment. Directors are being given all summer to submit their revised reports with a deadline of September 1.
- OPA provided consultation to English to identify graduate students that were not IORs. A large group of graduate students that do not teach were entered. Once the students have entered information, the department will use the information for 18 Characteristics and evaluations.
- Additionally, OPA staff met with Dr. Nikhil Dhurandhar, Chair of Nutritional Sciences. He is interested in a report that is based on the Annual Report, but contains information that is used by
the Chair for evaluation. A similar report was created last fall for the College of Education. (See attached.)

- The new DigitalMeasures screens and section for Annual Reports has been completed. Testing of the screens will start 5/20.

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

- WTAC Committee members met via Skype and the following items were discussed:
  - Angelo State University (ASU) will take responsibility for accepting payments for sponsorships and individual registrations. They are creating a form which will be hosted on their website. TTU will include a link to this form on the main WTAC website.
  - Because of the item listed above, ASU will pay conference bills from the funds that will already be in an account housed at ASU. This will streamline the process from previous years where TTU collected monies and wrote a check to ASU who then paid the bills.
  - *Save the Date* flyers are ready. TTU’s will go out in May 17 mail; ASU’s will go out over the coming weekend.
  - ASU’s Provost has agreed to pay the $100 WTAC registration fee for local high school dual credit personnel interested in attending the conference.
  - The registration fee will be the same for all attendees; there will not be a reduced rate for early registrants or graduate students.
  - WTAC committee members will promote the conference through all applicable Listserv groups before Memorial Day.