On May 12, the following abbreviated timeline was presented to the Office of the President which outlines six benchmarks for completion before the Response Report is submitted:

- May 12 - OPA to vet IE responses for all non-academic units. Completed by May 25. **COMPLETE**
- June 15 - Deadline for all academic units to complete their IE revisions.
- June 16 - July 3 - Review all data for consistency and completeness. Secure revisions where needed.
- July 3 - July 13 - Administrative review of vetted responses.
- July 14 - Send to technical editor.
- August 14 - Report finalized and given to Catherine Parsoneault for inclusion in the overall report.

Currently, OPA’s office-wide efforts are concentrating on the June 15 and June 16 deadlines:

- **Degree Program Assessment Revision** - The deadline for degree programs to have revisions completed is Monday, June 15th. Significant progress has been made.
  - OPA has had multiple one-on-one consultations with degree program coordinators to assist with updating TracDat accounts. This week, consultations have been provided to Dr. Stephen Ekwaro from Engineering Graduate Programs, Dr. Habib Menouar from Petroleum Engineering, Dr. Joaquin Borrego from Psychology and Dr. Dennis Patterson from Political Science.
  - Additionally, 46 consultation emails were sent regarding the Assessment Revision Process, plus an email reminder regarding the Assessment Revision Process was sent to all Chairs, Deans, Associate Deans, and Assessment Coordinators on Thursday, June 11th.
  - Finally, OPA continues to offer TracDat trainings. The most recent was Thursday, June 11th from 1-2 in TLPDC 151, Thursday, Jun 12th from 4-5 in TLPDC 153, and Friday, June 12th from 4-5 in TLPDC 153.

- **ASSU Continuous Improvement** - Most ASSU departments have completed the continuous improvement survey. The remaining departments have a deadline of June 15th. Upon reviewing reports, it was determined that thresholds for success needed to be identified to align with the language of the On-Site Committee’s Report. Currently, follow-up efforts with ASSU departments are underway to identify these items.
  - The following areas have provided all follow-up requests to date: Undergraduate Education, Auxiliary, Admissions, and Administration and Finance.
  - Student Affairs, Human Resources, Community Engagement, the Library, Communication and Marketing, Office of Planning and Assessment, Registrar, and Information Technology either have the June 15th deadline or have yet to provide the threshold for success.

**Preparation for the Response Report:**

- The most recent revisions to CS 3.2.12 (Fund-raising Activities) have been made. New documentation for this response includes evidence pertaining to the new Associate Vice President/Associate Vice Chancellor position.
• Final drafts are being completed for CS 3.3.1.2 and CS 3.3.1.3 for review by various institutional stakeholders. Evidence and supporting documentation for the ASSU units related to these two standards continues to undergo final modifications, but the narrative is ready to move to the next stages of review.
• Kathy Gillis is the technical editor for the Response Report. Copies of the relevant standards for the Compliance Certification Report (CCR) and the Focused Report were downloaded and sent to her and Catherine Parsoneault. These responses include CS 3.2.12, 3.3.1.1, 3.3.1.2, 3.3.1.3, and 3.5.1.
• OPA continues to work on Response Report infrastructure as well. The iWebfolio file structure is being finalized and prepared for evidence and documentation upload.
• OPA is researching instructions for the delivery of the Response Report and developing a checklist of needed materials. The required Institutional Summary form that is sent with the Response Report continues to be revised to reflect the most current enrollment and student demographic information. Required data related to the various discipline-based accreditations is being updated. This information should be finalized and ready to view on the Accreditation Across Campus webpage by the end of next week. (http://www.depts.ttu.edu/opa/campus_accredidation/campusaccreditation.php)
• Finally, the Office of Planning and Assessment is currently waiting on further instruction regarding the reworking of the Quality Enhancement Plan webpage. The QEP webpage continues to be an ongoing project. OPA regularly adds content and updates regarding campus initiatives that relate to “communicating in a global society” as well as new documentation related to QEP meetings.

In addition to ongoing efforts directly related to the Response Report, the Office of Planning and Assessment continues to work on existing assessment activities that impact Texas Tech University’s reaffirmation and institutional effectiveness efforts:
• The Tech Assessment Network (TAN) has been the vehicle for reaffirmation efforts training. TAN, however, is an ongoing educational outreach program offered by the Office of Planning and Assessment. This week OPA developed the initial schedule and rotation for the summer and fall meetings.
• OPA continues to provide text and general feedback to Application and Development to assist in the development of the Progress Portal webpage. The portal will be used for various IE components including strategic planning reporting.
• On June 4th OPA attended a meeting to discuss uploading Grant information from Cayuse into DigitalMeasures. It was determined that the Cayuse System cannot be considered ready to generate the validated information necessary for an upload. The decision was made for IT to work with Elaina Robinson on uploading information from the legacy platform that is continued to be used by ORS.
• In preparation for fall assessment activities, OPA continues to develop the eportfolio implementation plan, provide consultation for the Core Curriculum assessment plan, review Center for Measuring University Performance (CMUP) reporting data, facilitate outreach and engagement measurement planning, coordinate CAAP testing, and discuss reporting for strategic planning.
• OPA is also developing an institutional effectiveness training manual and institutional effectiveness operating procedure. This long-term project will be completed mid-Fall 2015.
• The West Texas Assessment Conference (WTAC) is actively planning sessions for its Fall conference. Currently, sponsors and presenters are being recruited. Rex Peebles from the Texas Higher Education Coordinating Board will serve as the keynote speaker.
• Finally, Katie Randolph attended Nuventive Conference June 7-10 in preparation for the TracDat 5 update which will be implemented later this summer.