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

- SACSCOC Monitoring Report Update:
  - Many degree programs have submitted their assessment reports in advance of the July 1 deadline. These reports are in the process of being evaluated. Beginning with next week’s report, a weekly update will be provided regarding progress toward completion.
  - A table is in progress to include in the Monitoring Report detailing changes in degree program assessment. The table will include 12 examples, one from each college, for each of the report components (SLOs, assessment methods, results, actions for improvement) and an analysis of how the programs have improved in their reporting from 2014-2015 through 2015-2016. The table is partially completed, as the remaining information is slowly gathered as degree programs submit their 2015-2016 information ahead of the July 1 deadline.
  - A full first draft of the Monitoring Report will be presented to Dr. James by COB on Monday, June 20.

- The Office of Planning and Assessment maintains a webpage titled Accreditation Across Campus that tracks the multiple institutional accreditations. For the past two years, this page has been managed through contacting accreditation representatives and asking them to fill out a form. To improve documentation, this form is being replaced with a survey format requesting this same information. The survey instrument was developed this week and will be implemented with the next request for updates.

- OPA sent out individualized HB 2504 reminders for syllabus upload and basic CV compliance to department chairs and area managers. The 7th day of classes was Jun 15th.

- Core Curriculum courses report course level assessment to Genevieve Durham DeCesaro. Then, the data are submitted to OPA for TracDat and Annual Report documentation. Spring 2016 data is still being submitted. OPA will begin finalizing reports after July 1.

- DigitalMeasures Activity:

<table>
<thead>
<tr>
<th>(Number of Logins)</th>
<th>Number of Records Added and Edited in the Last…</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 Week</td>
</tr>
<tr>
<td>Activities Database -</td>
<td>597</td>
</tr>
<tr>
<td>University (119,497)</td>
<td></td>
</tr>
</tbody>
</table>

- QEP- Communicating in a Global Society: Bear Our Banners Far and Wide Update:
• OPA is preparing for Fall 2016 QEP assessment. We will be implementing the Global Perspectives Inventory (GPI) for the first time as part of our assessment plan. Currently, we are in contact with a GPI representative to gather the necessary information to formulate an administration plan. OPA is scheduled to meet with Kathy Gillis and Gary Smith later this month to discuss the assessment plan for the fall, and a meeting with Dr. Paul Pare is in the works.

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

• Raiders Engaged administration is scheduled to be available August 1. However, throughout the month of July the instrument will be tested extensively. The testing process will work with International Affairs asking them to enter their data. Application and Development is finalizing the instrument before the testing begins.
• The preparation of a master list of transcripts is underway. Kahlie Callison and Felix Perez have both worked on the development of the list. This list will most likely take the entire summer to complete.
• Chalk & Wire has been successfully integrated with TTU’s Blackboard. This will allow seamless submission of student work and faculty assessment going through Blackboard into Chalk & Wire
• OPA staff met with second year pilot faculty member Kathryn Nelson of the Landscape Architecture Department. The Department Chair, Eric Bernard, also sat in on the meeting along with Christine Casanova, and Jared Horsford. These individuals are extremely interested in having the entire Landscape Architecture Department become part of the second pilot year. Their program accreditors are requiring a significant assessment report to be submitted fall of 2017, and iPortfolio would provide excellent documentation of their efforts to improve in this manner.
• OPA staff met with Wes Condray and discussed his role with the IS 1100 course, Red Raider (RR), and the students that were part of the first year pilot. Wes offered several valuable suggestions as iPortfolio is further implemented.

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

• A Bidder’s Webinar was held on June 8 regarding proposals from Texas public institutions of higher education for Gateway Course Completion, Acceleration Models, and Integrated Career Pathways (ICP). This effort focuses on scaling and enhancing existing models and is funded as follows: Gateway $250 per successful completion, Acceleration $250 per successful one-semester completion, and ICP $1500 per successful completion of CERT 1. Institutions must file an intent to apply by June 17 and proposals are due July 8.
• FY 2017 preliminary allocations were announced on June 10 for several higher education financial aid programs overseen by the THECB. This information was provided to institutions for review and the institutions were given 10 working days to confirm that the spreadsheets accurately reflect the data they submitted or to advise the Board staff of any inaccuracies. For the following categories, Texas Tech is slated to receive:
  o Educational Aide: $35,700. Participation requires that institutions utilize institutional matching funds to cover at least 10% of each recipient’s exemption.
  o Texas Grant: $12,000.
  o B-On-Time (BOT) Loan Program: $2,863,061
OUTCOME 4: Texas Tech University faculty and staff will be well-prepared to meet OPA’s faculty credentialing, assessment, and strategic plan expectations

- OPA met with Dr. Randy McBee to discuss the Faculty Annual Report process. Currently OPA is in the process of building screens in DigitalMeasures that would allow for a separate entry for Chairs comments, a place for the Chair to electronically sign and date, as well as a place for Faculty acknowledgement and uploading of report once the process has been completed. Attached is a screenshot of the proposed screens. This process can also be used to help ensure compliance with faculty credentialing education.
- OPA met with Nutritional Sciences to further clarify the Merit scoring report that will assist that department. This is a very detailed list but should be able to be used as a foundation for other departments.

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

- Staff job descriptions are currently being revised to better reflect current activity. Once each staff member has had the opportunity to review the revised description with his/ her supervisor the descriptions will be loaded into the appropriate systems.
- Two students will be leaving OPA this week. Emily Banta is a Research Assistant that was hired to work with a sponsored research project. She has been invaluable and enjoyable to have in the office. Felix Perez has only been with OPA a short time. He is a freshman and was hired to assist with the iPortfolio pilot. He also did an outstanding job.