The Office of Planning and Assessment reports each week its activities and contributions toward Texas Tech University’s institutional effectiveness efforts. Over the past week, OPA has accomplished the following tasks.

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

- The Office of Planning and Assessment works closely with Genevieve Durham-DeCesaro on the assessment of the Core Curriculum. The assessment plan for the Core Curriculum is a committee-driven process that requires consensus and participation by the Core Curriculum Committee (CCC). With the implementation of the new THECB’s Core Curriculum, a significant amount of work has gone into the development of the corresponding assessment plan. The initial plan submitted to the THECB and SACSCOC has since undergone moderate revisions. For example, the rubric methodology has been adjusted to reflect two separate processes. The current rubric methodology now consists of two parts.
  - The first is to require all relevant instructors to embed a question into an existing assignment. The course level rubric will be used in this situation to measure student learning.
  - The second rubric will measure general education, institutional learning outcomes in student portfolios. Students will be contacted and asked to submit assignments that meet Core Objectives. This assessment process will begin with the pilot group. Other elements of the assessment plan have remained fairly consistent with only moderate adjustments. The Online Senior Assessment (OSA) will need to go through significant revisions before it can measure new Core Objectives. The Collegiate Assessment of Academic Proficiency (CAAP) will be administered every year with alternating modules. Core Courses will be contacted requesting assistance with first year student participation.
- The Teacher Education Council (TEC) is a monthly meeting hosted by the College of Education and includes individuals from across the Texas Tech campus and representatives from various school districts associated with Texas Tech’s Teacher Education program. Previously, Dr. Catherine Parsoneault attended these meetings to discuss institutional assessment and reaffirmation efforts. OPA has been a part of this council, but has not attended except for when Dr. Parsoneault was unable to attend. However, an OPA representative will now attend these meetings monthly. The last meeting was September 16th and was the first TEC of the 15-16 academic year. When minutes from the meeting are received, they will be included in the Weekly Report.
- Due to funding changes with the Quality Enhancement Plan (QEP), OPA is working closely with Gary Smith on specific revisions. Regarding the assessment of the QEP, OPA will still administer the Global Perspectives Inventory (GPI), but now every other year. The CAAP will still be used as previously
discussed. Regarding administrative tasks, OPA will continue to work closely with the QEP Steering Committee to adequately meet desired goals within the new budget. A QEP thank you party is in the planning stages for members of the Topic Development Committee.

- HB2504 Compliance continues:

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

- Texas Tech Assessment Network (TAN) has undergone a significant reframing to better inform the institution of institutional effectiveness initiatives and requirements. Beginning September 28th, OPA will host a TAN event related to various topics. The September and October schedule is as follows:
  - TracDat Refresher - September 28 (TLPDC Room 151, 4:00 – 5:00PM, Jennifer Hughes)
  - Designing An Assessment Rubric - September 30 (TLPDC Room 151, 4:00 – 5:00PM, Craig Morton)
  - Assessment Boot Camp - October 7 (TLPDC Room 151, 3:00 – 4:00PM, Jennifer Hughes)
  - Overview of Institutional Effectiveness Data at Texas Tech - October 13 (TLPDC Room 151, 3:00 – 4:00PM Libby Spradlin)
  - Creating Student Learning Outcomes with The Degree Qualifications Profile (DQP) - October 29 (TLPDC Room 151, 10:00 – 11:00AM Craig Morton and Jennifer Hughes)

- The Voluntary System of Accountability (VSA), otherwise referred to as College Portraits (http://www.collegeportraits.org), is a national norming collaborative that Texas Tech University participates in annually. The primary responsibility for reporting to the VSA is with Institutional Research, however, student learning information is reported by OPA. OPA met with IR this week to ensure that OPA appropriately prepared for the next VSA reporting deadline. OPA will report CAAP data and possibly CLA+ data.

- CLA+ administration for distance education is moving along very well. Regional site and distance advisors have been contacted and provided materials for recruiting senior-level students. Deadline for student response is September 30th.

- Genevieve Durham-DeCesaro is assisting OPA to recruit courses for the spring administration of the CAAP. CAAP is a primary reporting assessment to the THECB for the Core Curriculum. The Writing and Mathematics CAAP modules are scheduled to be administered in January and February, 2016. The intended sample size for the CAAP is 500 students (250 First Year and 250 Seniors).

- In preparation for the Outreach and Engagement committee whose first task will be to discuss operational definitions, the most recent Raiders Engaged report will be a three-year summary describing the evolution of outreach and engagement activity over the past few years. This report is a tedious project that could take some time. However, the intended deadline for completion is mid-October, 2015.

- This past week was an important week for the implementation of iPortfolios. A meeting was held with pilot group leaders to review the revised plan. A summary of that plan was mentioned in a previous bullet in the previous section. The next steps for the implementation are to upload student information, contact students in the pilot group, begin training sessions, and establish a web-presence. Most of these steps are well underway. An update on these activities will be in next
week’s report. The pilot will consist of an impressive 164 students (Engineering, 37; Art, 46; Honors, 18; Raider Ready, 62; and Geosciences, 1).

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

- Note: The next Texas Higher Education Coordinating Board (THECB) meeting will be October 22.

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

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

- OPA has initiated meetings with department chairs to provide assessment consultations.
- OPA met with Mike Simmons and Daniel East from Information Technology (IT) to discuss problems experienced since 8/10 with Banner uploads and refreshes. Here are some highlights:
  - Courses not being upload. When course prefix has not been defined in the DM system, the script will skip over the user and does not upload the courses for that user. We need to have timely knowledge of new prefixes and I request that I be allowed to monitor Academic Council minutes in the future for changes in courses, programs and departments.
  - People not being added. Daniel explained the scripting problems that include- Banner does not have dropdown lists and information is added freeform. For example, College of Ed might be entered instead of College of Education. The programmers are now mapping the variations of college and department names to improve upload.
  - The amount of time it takes to perform an upload. IT is working on various ways to shorten the processing time. Long processing times mean that the upload may time out and not be completed.
  - We decided to meet in January a week before classes to discuss the progress made and the Spring 2016 upload. I will make the meeting request.
- OPA is facilitating a focus group for OLLI in November. The intent is to receive feedback on current programming, specifically with individuals in the lower age range of the intended population. OPA met with Gary Elbow and Jane Nagy, and OLLI’s interim director, yesterday to discuss logistics.
- OPA HAS revised the Degree Program Coordinators list with new information. There was an 85% response rate. Will follow-up with reminder emails. The list will be used to update TracDat information.
• Completed updates to OPA website:
  o Updated TAN schedule, including separate sites for course descriptions
  o Developed a new iPortfolio page
  o Uploaded the new org chart