The Office of Planning and Assessment reports each week its activities and contributions toward Texas Tech University’s institutional effectiveness efforts. As OPA is busy with final preparations for the West Texas Assessment Conference (WTAC), this week’s report will provide a broad summary of current activity.

**Highlighted Information**

- OPA continues to meet with each chairperson on campus on a regular basis. A follow up meeting for each of those meetings is occurring to specifically address faculty credentialing. These meetings continue to be very fruitful with many issues being addressed and opportunities for greater collaborations being considered. The meetings with the chairs will be ongoing.

- Administration of Raiders Engaged is scheduled to begin November 1st. The survey was reviewed October 14th. Much the administration at this point is out of OPA’s control. Birgit Green is handling outreach and education and Kathy Austin is handling survey development. OPA will, however, monitor the development and administration as well as be prepared for analysis. OPA is finalizing a Three-Year Summary Report that will be used by the committee for ongoing development.

- While we are not yet aware of the results of the SACSCOC report, OPA has determined that it is best to develop a contingency plan for non-compliance and the potential Monitoring Report that would be required as a result of non-compliance with any standard. A template has been suggested. A final plan for that template is in development.

- The Institutional Effectiveness Handbook continues to go through various revisions. It has been requested that TracDat exemplars by college be added. The exemplars will show a 4 Column Report with an analysis.

- There are two developments within OPA that are noteworthy. Jennifer Hughes defended her dissertation on Thursday, October 15th successfully. Jennifer will be hooded this December in the College of Education with a PhD in Higher Education Research. And Jennifer Hughes and Craig Morton were published in a Texas Tech Press book titled, *Perspectives in Interdisciplinary and Integrative Studies*. The chapter was titled, “Issues in the Assessment of Integrated Learning.”

**Degree Program Assessment**

- In preparation for the TracDat 5 rollout later this fall, OPA will create a detailed timeline and training schedule. This schedule will outline various requirements and expectations. It is important that the institution is properly prepared and educated for the transition. Media and Communication has developed a college level core curriculum and recruiting curriculum (referred to as Front Porch). OPA has consulted with the college to discuss aligning the new curriculum with TracDat accounts. This is an excellent opportunity to demonstrate TracDat 5. Once we have created the TracDat 5 account for Media & Communication, a demonstration to the other chairs in the college will be scheduled.
• Now that all TracDat accounts are up to date, OPA is preparing to begin the implementation of regular evaluations and follow up consultations of TracDat reports. A final rubric will be approved first, but as soon as possible, 2014-2015 reports will begin to be evaluated. Consultation feedbacks will be scheduled throughout this process.
• OPA needs to begin preparing for the future of TAN. The teaching model has not taken off as well as desired. Moving forward, the training sessions will be short training videos. A curriculum should be designed for these videos. SumTotal in Blackboard is an excellent medium for those videos. However, TAN is still an outreach effort that needs to be considered.

Strategic Planning

• As OPA awaits instructions regarding new institutional strategic planning expectations, we are moving forward with ASSU and ASSSU consultations. Those that reported in this category last year submitted assessment plans for 2015. OPA is meeting with these units to review plans and make recommendations. A plan for administration of the survey needs to be finalized.

Faculty Credentialing

• OPA was recently asked to provide an analysis of any potential faculty credentialing issues for Dr. James. OPA recommended that the best strategy was to address the required forms associated with GTPIs. More information has been requested on this issue and OPA is working on updating the report.
• As the charge is being developed for the Institutional Effectiveness Committee, OPA would recommend that as sub role of that committee or as a separate committee working in tandem with the IE Committee, a DigitalMeasures Committee be formed with representation from each college. The committee would act as an advisory group as well as provide localized expertise.
• The status of the analytics related to faculty credentialing is still unknown, but in preparation for the potential implementation of the software, OPA continues to research its benefits and possible uses.
• One of the challenges of maintaining DigitalMeasures has been when changes occur in other areas on campus that we are unaware of. OPA is developing a list of these issues with possible solutions. For example, how can DM accounts remain accurate with short-term instructors? And how should OPA collaborate with IR best to address issues such as being aware of changes to course prefixes?
• HB 2504 is a significant aspect of the productivity of OPA. It is also something that represents a high level of compliance. A HB 2504 Summary Report will be an excellent opportunity to demonstrate that this activity is a major undertaking with strong institutional buy-in.
• Last year the College of Education requested that OPA and IT assist with a departmental directory using DigitalMeasures data. The results were impressive. OPA continues to explore how DigitalMeasures data can have more dynamic uses.

Institutional Assessment

• Two CAAP modules will be administered this spring. Finalization of the administration plan includes identification of courses, identifying and ordering testing materials, and plan for the CAAP luncheon.
• There is a lot of work to do with eportfolios. The rubric needs to be finalized by the CCC and the portfolio assignments need to be completed. Training videos need to be created and put on the eportfolio website. Students need to be contacted and encouraged to put assignments in their portfolios. Future funding needs to be discussed. And preparation for next year needs to begin, including the identification of additional programs.
• OPA will administer the OSA this spring. An administration plan needs to be written. The current version will be used, but the survey needs to be created in REDCap.
• Distance Education will be an increasingly important area of assessment. OPA is working with TTU Worldwide eLearning on this plan. Most immediately, OPA is assisting with the administration of the CLA+. Participation rates are low and we are attempting to improve those numbers, however, OPA should begin to prepare for how to address the results and recommendations for the first administration of the CLA+. Additionally, a plan needs to be assist with strategic planning expectations and degree program assessment documentation in TracDat.

SACSCOC

• OPA is taking a greater supporting role with Substantive Change notifications. To prepare for this, OPA is reviewing past year’s notes from Academic Council and Board of Regents. OPA will need to identify what activity has occurred related to the development or creating or eliminating new programs. This process requires multiple steps, but should begin with Academic Council and should go through Board of Regents approval. The current tracking system will continue for now.
• SACSCOC requires that the institution report various departmental accreditations. OPA has taken this responsibility on. We began our formal role with this activity by contacting departments with reaccreditations in 2015. OPA will continue to provide consultations with the five programs identified. OPA is now reviewing and preparing for any reaffirmations that are up in 2016. Additionally, OPA will maintain the AAC website and encourage departments to update information as needed.
• The QEP Steering Committee will begin meeting soon. OPA has a large ongoing role with the QEP. One area is with helping the steering committee move forward with various administrative tasks. OPA needs to identify what tasks are coming up over the next few months. Additionally, OPA provides assessment support. While much of the assessment is some time away, we should identify what specific activity will need to be taken.
• OPA is already preparing for the Fifth Year Interim Report. One idea has been to work with Communications and Marketing on the developing of a campus tour video for CS 3.11.3.

Miscellaneous

• The West Texas Assessment Conference is next week. This is a significant undertaking. After the conference, OPA will write a Summary Report with survey results.
• Using Weekly Reports from the past year, an OPA Annual Report is being created.
• The PPI is ongoing. Information about status will be addressed in an upcoming Weekly Report.
• OPA is in the process of identifying a Departmental Assessment Spotlight candidate. The department will be featured on the OPA website and in an upcoming newsletter. Additionally, a department to highlight for website needs to be identified for the work they do with assessment.
• OPA is facilitating the OLLI Focus Group. Currently, participants are being identified.