

# Institutional Effectiveness Weekly Report June 21, 2019

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



OUTCOME 1: The Office of Planning and Assessment will contribute to Texas Tech University's ongoing compliance with all external accrediting agencies and State of Texas mandates.

- ★ This week, two milestone meetings were conducted with Fifth-Year Interim Team Leaders.
- → On June 20, Jennifer Hughes and Jodie Billingsley discussed Ms. Billingsley's prospective team members. Billingsley shared that she prefers to assemble a team of Human Resources staff members to write Standard 5.4. Billingsley is already familiar with this standard's evidence expectations, and she will soon ask executive leaders to update their CV as of November 1, 2019. Hughes will reach out to Billingsley in mid-September for a status update.
- → Jennifer Hughes and Rob Stewart met on Monday, June 17 to discuss potential team members for each of Dr. Stewart's standards. Hughes prepared the following document (see below). Hughes indicated that she will follow-up with Dr. Stewart in mid-July to ask for a final list of team members.

### **Team Member Recommendations**

#### Prepared by J. Hughes

June 17, 2019

## I. <u>CR 6.1 (Institution employs an adequate number of full-time faculty members to support the mission and goals of the institution) – Late July Meeting</u>

#### Vice Provost Melanie Hart

• Experience drafting 2015 response

#### Dean Brent Lindquist

- Represents largest enrollment
- Can discuss numbers of adjuncts employed in A&S

#### Dean Mark Sheridan

- Represents Graduate School
- Can discuss adjunct hiring processes for Graduate School

#### Interim Dean Robin Lock

- COE hires significant number of part-time instructors
- Can discuss why this hiring pattern makes sense for COE curricula

#### Associate Dean Brian Steele

- VPA hires significant number of part-time instructors
- Can discuss why this hiring pattern makes sense for VPA curricula

#### Managing Director of Institutional Research Vicki West

- Identify student-faculty ratio for 19-20
- Provide workload data
- II. <u>CR 6.2b (Institution employs a sufficient number of full-time faculty members to ensure curriculum and program quality, integrity, and review) Early August Meeting</u>

#### Vice Provost Melanie Hart

Experience drafting 2015 response

Academic Council Representative (TBD) eLearning Council Representative (TBD) Faculty Senate Representative (TBD) • Can offer examples of faculty participation in curriculum review and program quality

#### Associate Dean David Doerfert

- Represents Graduate School
- Can provide multiple examples of Graduate Council review of faculty applicants

#### Administrator Lindsay Hallowell

• Need to provide citation of internal operating procedures

#### Managing Director of Institutional Research Vicki West

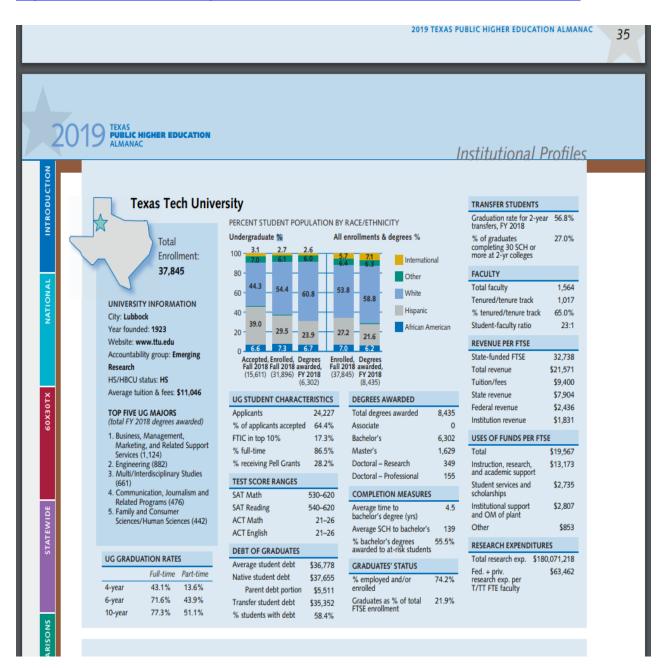
- Provide peer institution data
- Provide workload data

## III. <u>CR 6.2c (For each of its educational programs, the institution assigns appropriate responsibility for program coordination) – Mid-September Meeting</u>

#### All Associate Deans

- Evidence will be prepared for Dr. Stewart in early September 2019
- Associate Deans could be emailed the evidence for review and/or the document could be listed as an agenda item at the September Associate Deans' meeting

- Texas Higher Education Coordinating Board and State of Texas Reporting
  - Texas Tech's Institutional Profile is now published on the THECB website:
    <a href="http://www.thecb.state.tx.us/reports/PDF/12371.PDF?CFID=101378344&CFTOKEN=93799928">http://www.thecb.state.tx.us/reports/PDF/12371.PDF?CFID=101378344&CFTOKEN=93799928</a>



- → The institutional deadline for HB2504 compliance was Thursday, June 13, 2019. We emailed all IORs who were out-of-compliance on June 17 and June 18. We continue to monitor compliance on a daily basis.
- On June 26, we will send an email notification to Department Chairs who still have outstanding compliance issues.

### OUTCOME 2: Texas Tech University faculty and staff will be well-prepared to meet OPA's faculty credentialing, assessment, and strategic plan expectations.

#### → Training and Consultation

Two formal training sessions were offered this week. On Wednesday, June 19, a DigitalMeasures training session was held in the TLPDC. And, on Thursday, June 20, a joint DigitalMeasures/Nuventive Improve session was held in the TLPDC.

#### → Developmental Opportunities

- Chair Visits
  - The Department of Physics and Astronomy met with OPA staff on Friday, June 21. OPA presented the department's PAR report. Discussion focused on assessment efforts within the Master's program, which is expected to have a maximum of two enrollments for the 19-20 academic year. Faculty members also requested further information on teaching assistants' course evaluations; Hughes will follow-up with Vicki West on this matter.
  - The Department of Community, Faculty, and Addiction Sciences also met with OPA staff this week via Skype. After discussing the department's PAR findings, Dr. Nichole Morelock provided the names of two new graduate coordinators, who will take on these roles effective Fall 2019. Additionally, OPA will create a new Improve account titled Addictive Disorders and Recovery Studies (PhD).
  - Dr. Angela Lumpkin, on behalf of the Department of Kinesiology and Sport Management, met with OPA staff on Tuesday, June 18. OPA presented the department's PAR findings, and Dr. Lumpkin requested follow-up training. Jennifer Hughes provided follow-up training on Wednesday, June 19. The purpose of the training was to instruct Dr. Lumpkin on a technical procedure in Nuventive Improve.