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

- January 29th is the 7th day of classes. This is the deadline for Spring 2016 HB2504 compliance.
- The 5th Year Interim Report shell has been completed in iwebfolio. The iwebfolio platform is not only being developed for the Fifth Year Interim Report, but to store documentation in preparation for the report.
- The Fall 2015 core curriculum in-course assessment rubric results for Math, Creative Arts, and American History have been sent to OPA. Once all documentation is completed, it will be entered into the Core Curriculum TracDat account with analysis.
- To ensure that Department Chairs remain engaged with academic assessment, OPA staff regularly meets with Department Chairs to provide assessment consultation and share information. Below is the information for January.

<table>
<thead>
<tr>
<th>Date</th>
<th>Name of Chair</th>
<th>Department</th>
<th>Primary issues addressed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-6-16</td>
<td>Mark Wallace</td>
<td>NRM</td>
<td>Met with Dr. Wallace and Maggie Zebracka. Maggie continues to be the primary point of contact for assessment. Jennifer will reach out to Maggie to offer TracDat training after Spring 2016 courses begin.</td>
</tr>
<tr>
<td>1-7-16</td>
<td>Keith Dye</td>
<td>VPA</td>
<td>Dr. Dye requested TracDat training, so that he can begin entering Fall 2015 assessment data. Dye received training on 1-7-16. Dye is going to update degree program coordinators in all VPA degree program accounts.</td>
</tr>
<tr>
<td>1-11-16</td>
<td>Rattikorn Hewett</td>
<td>Computer Science</td>
<td>Dr. Hewett requested that Mary Valdez receive TracDat training. Valdez to receive training on January 26. Hewett said that assessment procedures are currently in place, and the department will continue to follow the revised assessment schedule they implemented in Spring 2015. Hewett requested that Hughes speak at the department’s Faculty Retreat on</td>
</tr>
</tbody>
</table>
January 20. Meeting is scheduled for January 20.

1-13-16 Michael Giesselmann Electrical Engineering

Dr. Giesselmann indicated that the department will continue to follow its assessment plan and corresponding assessment rotation. Giesselmann asked for an acknowledgment letter that he will include in his post-tenure review packet. Hughes emailed this letter on 1-15-16.

1-13-16 Phil Johnson Agricultural Economics

Dr. Johnson requested TracDat training, and he expressed frustration that he could not access the “old” version of TracDat. Hughes has contacted DeeAnn Pruitt to schedule a customized training session with Dr. Johnson on the latest TracDat upgrade.

1-13-16 Charles Klein Landscape Architecture

Mr. Klein was mostly interested in how to align reporting expectations for the university with disciplinary accreditation. They recently went through their most recent, but would like to use this opportunity to strengthen documentation for both. We additionally discussed the possibility of iPortfolios and strategic planning consultations.

- DigitalMeasures Activity:

<table>
<thead>
<tr>
<th>Activities Database - University (114,214)</th>
<th>8 Hours</th>
<th>1 Day</th>
<th>2 Days</th>
<th>1 Week</th>
<th>1 Month</th>
<th>6 Months</th>
<th>1 Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>50</td>
<td>868</td>
<td>1,984</td>
<td>10,179</td>
<td>32,774</td>
<td>52,448</td>
<td>75,040</td>
</tr>
</tbody>
</table>

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

- OPA has administered two CAAP tests this week in BIOL 4305 and AAEC 3301. So far, testing has been minimally intrusive in classes and has gone well. Next week’s testing schedule is more substantial with six administrations. The Writing Skills module will conclude on February 6. Materials for the Mathematics module have been ordered, and preparation for those administrations will begin once materials are received.
- OPA has contacted Mary Elkins to request that the OSA survey administered through Qualtrics be reactivated. A few changes need to be made to update the instructions before the administration of the survey later this spring.
- Raiders Engaged faculty information has been uploaded into DigitalMeasures.
- OPA is implementing multiple strategies to increase participation with iPortfolios. Students are being contacted individually as well as the entire group to encourage attendance at any of the twice-a-day trainings that are offered or individually. While participation is still limited, the students
that have attended have successfully loaded artifacts and have shown enthusiasm for the potential. One student commented, “I am excited to be part of iPortfolio. This is great!! I have a lot of things I want to put in my iPortfolio. I’m going to spend a lot of time working on this next weekend.” Additionally, a contest is in the planning stages where students will have until spring break to work on their iPortfolios. The portfolios will then be judged according to number, quality, and diversity of items loaded, overall appearance, and potential usability. The preparer of the winning portfolio will receive a $300 scholarship. Finally, the student assistant hired to work with iPortfolios has made a significant contribution. He is working on several demonstration portfolios.

- OPA staff prepared a final report for Dr. Rattikorn Hewett analyzing faculty responses from the January 20 Computer Science Faculty Retreat. This report was also delivered to Dr. James.

**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**

- OPA staff drafted a letter to SACSCOC on Monday, January 25 regarding the THECB approval of several online Engineering graduate-level degrees.
- THECB announced on January 28 that the maximum award amounts for the 2016-2017 academic year for universities is as follows:
  - $8,722/year or $4,361/semester for Texas Grants, Texas Educational Opportunity Grants, and B-On-Time Loan
  - $5,000 for Texas Grants only
  - $2,000 for top 10%
- A report of 2013-2014 high school graduates’ enrollment and academic performance in Texas public higher education during fiscal year 2015 was released. Combined information for all public school districts in Lubbock County shows the following. Out of a total of 2,666 high school graduates, 577 enrolled in four-year institutions of higher education. Grade point averages for this college freshman class indicate:

<table>
<thead>
<tr>
<th>Grade Point Average</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;2.0</td>
<td>110</td>
</tr>
<tr>
<td>2.0-2.49</td>
<td>64</td>
</tr>
<tr>
<td>2.5-2.99</td>
<td>101</td>
</tr>
<tr>
<td>3.0-3.49</td>
<td>133</td>
</tr>
<tr>
<td>&gt;3.5</td>
<td>166</td>
</tr>
<tr>
<td>Unknown</td>
<td>3</td>
</tr>
</tbody>
</table>

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

- TracDat evaluation of the Degree Program Rubric is complete. The rubric was designed specifically to identify best practice evidence of student learning outcome assessment. Of the 260 program accounts evaluated, only 22 met the criteria for strict compliance with CS 3.3.1.1. This is not, however, to suggest that all other accounts would be found non-compliant in future reviews, but rather that the best practice criteria established by this rubric only identified 8.5% currently meeting all expectations. What is more encouraging is that many of the programs that did not meet the compliance standard of the rubric are very close to meeting the standard, and with minimal effort would be in excellent condition. A full report will be available next week. The next step is to begin contacting degree program coordinators and Associate Deans to discuss results and next steps.
- Many faculty are now logging into TracDat to enter fall results. To assist them with the new TracDat 5 interface, OPA has scheduled training sessions in the TLPDC, met with faculty in their offices, and created training videos.
- OPA staff have analyzed the College of Arts & Science’s request for DigitalMeasures customization. OPA staff responded via email to Dr. Randy McBee on Friday, January 29.
The College of Visual and Performing Arts submitted its updated list of degree program coordinators. As a courtesy, this list is being submitted into TracDat for Dr. Keith Dye.

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

• OPA is meeting with the Graduate School PPI contact to discuss the SharePoint site that is being developed to collect grading outcomes for the cohorts. We anticipate data will be submitted to ETS by the end of next week. OPA is also working with ETS to discuss a required faculty survey that will be administered later this spring.

• A follow-up request for information about the perceived value of iPortfolios was sent. The information will be used for multiple presentations about TTU’s portfolio pilot.

• The Study Abroad Office contacted OPA staff for consultation regarding their study abroad fair assessment and their study abroad survey.

• On January 25, 2016, OPA staff and Dr. James attended an Institutional Effectiveness “Kick Off” Event, where information regarding revised assessment reporting expectations was discussed. The following information was distributed to attendees:

The following timeline of events is suggested to meet the August 31, 2016 shipping date:

• February 1, 2016 – Degree program coordinators will receive feedback from OPA professional staff regarding their assessment documentation.

• March 2016 – OPA coordinates and manages an Assessment Peer Review process for faculty to provide substantive peer feedback on program-level assessment documentation.

• April 1, 2016 – Degree program coordinators will receive feedback from the Assessment Peer Review process.

• July 1, 2016 – Deadline for degree program coordinators to submit their 15-16 assessment evidence AND 16-17 assessment plans.

• August 1, 2016 – OPA completes a final round of data analysis on the revised assessment reports. Degree programs that require revision will have two weeks to complete their revisions.

• August 15, 2016 – Deadline for degree program coordinators to submit final revisions.

• August 31, 2016 – Monitoring report is sent to SACSCOC via FedEx overnight.