The Office of Planning and Assessment continues to make significant advances toward the integration of a comprehensive institutional effectiveness strategy. Below is a summary of this week’s IE activities:

- The Continuous Improvement Survey was administered to all Undergraduate Education and Student Affairs (UESA) units and all Administration and Finance (A&F) units. As of May 1, 2015, 30 out of 38 units have completed the Continuous Improvement Survey. Please see the completion rates by unit.
  - Undergraduate Education – 8/11
  - Student Affairs – 10/10
  - Auxiliary Units and A&F Units – 12/17
- A reporting structure was created to document responses to the Continuous Improvement Survey. Responses will be reported in a four-column format.
- OPA staff held IE meetings with the Registrar’s Office and Information Technology to inform them on the procedures for collecting institutional effectiveness data.
- OPA continues to lead Tech Assessment Network (TAN) workshops. This week, two TAN workshops were held: TracDat Refresher and Is Your Degree Program Meeting its Academic Benchmarks?
- OPA staff have personally met with most colleges regarding the institution’s expectations for reporting assessment results in the upcoming SACSCOC Response Report. To ensure that Texas Tech has done all that it can to ensure compliance with CS 3.3.1.1, OPA has offered to work with each degree program to strengthen assessment reporting. For example, while all degree programs have been given detailed instructions for updating TracDat accounts, OPA will review undergraduate Engineering ABET reports and help establish a consistent reporting process. OPA will work closely with degree program coordinators in Engineering to identify information for TracDat entry, and OPA staff will enter data into TracDat for all undergraduate Engineering degree programs. While this responsibility will transition back to Engineering next year, OPA maintains that for these reports to meet minimum SACSCOC standards, this level of staff involvement is required.
- As further evidence of degree program revision activity, the following consultations occurred this week:
  - 40 IE Email Consultations
  - 10 IE Phone Consultations
  - Prepared a clarification email to be sent to department chairs on Monday, May 4
  - Held 5 face-to-face meetings about the Assessment Revision Process
  - Sent 29 email consultations regarding the Assessment Revision Process
  - Contacted Interdisciplinary Degree Programs via email about the Assessment Revision Process
• The iWebfolio shell is ready for responses. This includes the basic response shell, the SACSCOC standards, and a link to the extended on-site committee statement. Attached is a screen shot:

In addition to ongoing efforts directly related to institutional effectiveness, the Office of Planning and Assessment continues to work on existing assessment activities that impact Texas Tech University’s reaffirmation efforts.

• The faculty directory in the College of Education continues to move forward. OPA is currently collaborating with IT to ensure DigitalMeasures data is accessed appropriately. Hopefully, this process will be used as a model for other colleges.

• OPA has made progress in fine-tuning the QEP Website. OPA will continue to update pages such as the Events page, Topic Development Page, and the QEP Activity Portfolio.

• The Office of Planning and Assessment is continuing to develop and revise an aspect of the QEP Assessment Plan. OPA will assist in short-term promotion of these activities, with the long-term goal of providing data related to how these activities contribute to student learning.

• OPA is currently revising the departmental website. This week, the initial transition was completed. OPA staff are updating the Closing the Loop webpages and preparing for a new administration of the Accreditation Across Campus assessment.

• The West Texas Assessment Conference (WTAC) marketing strategy is complete. Sponsorship options have been revised to attract new vendors. Additionally, the WTAC budget has been finalized. The budget was decreased by 37%, due to change in venue and location, which will be in San Angelo, Texas at the McNease Convention Center.

• OPA is preparing for the CAAP administration this fall. Currently, potential partners are being identified. However, a decision needs to be determined regarding which module will be implemented.

• An analysis of outreach and engagement best-practice survey questions is complete. This analysis compared current RaidersEngaged survey questions to award criteria defined in the Kellogg, Magrath, and Lynton engagement awards. A summary of findings will be emailed at the beginning of next week.

• A TracDat 5 demonstration was held with Dr. James and OPA staff on Friday, May 1.