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

- OPA has continued to gather original and electronic transcripts to prepare for the upcoming Formula Funding Audit that is scheduled for May 16-20. Out of 2,261 instructors, we are still working to identify the teaching credentials of 10 faculty members.
- OPA staff are finalizing a summary report of Core Curriculum assessment results with final NSSE information. NSSE is administered by Student Affairs and measures student engagement activity. This report will be used to track general education assessment results in TracDat. The report will also be used by the Core Curriculum Committee to ensure quality improvement.
- OPA staff analyzed last week’s updated Substantive Change Report and determined no further action is required on any of the changes. The report was forwarded to Dr. Darryl James, Dr. Rob Stewart, and Professor Genevieve Durham DeCesaro.
- QEP- Communicating in a Global Society: Bear Our Banners Far and Wide Update:
  - Provost Schovanec will meet with the two QEP Director finalists, and the position should be filled soon. OPA staff have identified tasks that need to be completed before the Fall 2016 semester. OPA will continue to support the QEP Director unless otherwise directed.

Summer 2016 Action Plan

- Meet with Gary Smith, QEP Chair, to orient the Director to the QEP.
- Meet with Cathy Duran to plan student-oriented QEP activities for Fall 2016.
- Meet with Genevieve Durham DeCesaro and Kathy Gillis regarding QEP curricular initiatives.
- Convene an early Fall 2016 meeting of the QEP Steering Committee.
- In consultation with OPA staff, finalize assessment plan for Fall 2016.
- Prepare a formal QEP Launch event for early Fall 2016. Coordinate these activities with Communications & Marketing.
- Meet with Jessica Williams to discuss QEP FOP.
- Transition the QEP website from OPA-controlled to Director-controlled; update website as recommended.
- Attend the SACSCOC Summer Institute.
- Establish an office/home base. (Ambassador Nagy mentioned that he might have an office for the Director.)
- Prepare a human resources/hiring plan (see QEP plan).
- Give a monthly talk about the QEP at New Employee Orientation beginning in June.
OUTCOME 2: The Office of Planning and Assessment will contribute to the Office of the Provost’s institutional planning processes

- An iPortfolio year-end wrap-up meeting was held on May 11, 2016 with faculty from the first and second years’ pilot groups. Discussion centered on accomplishments of the first year pilot, plans for the second year pilot, and a five-year implementation plan. The first year pilot was successful with most efforts centered on core curriculum courses. The second year will be somewhat more programmatic with implementation in Musicology and Landscape Architecture. Next steps include finalization of funding, preparation for full implementation during fall semester 2017 through the core curriculum, and plans for a campus-wide symposium.
- OPA staff met with faculty from Family and Consumer Sciences to discuss iPortfolio. Karen Alexander, Barbara Allison, and Roxie Godfrey require portfolios of their senior students as they complete student teaching. TTU’s iPortfolio initiative could be easily implemented here and these faculty could see definite benefits for their students.

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

- THECB:
  - On May 9, 2016 the THECB published a list of low producing programs at institutions of higher education across the state for FY 2016. Texas Tech’s include for the most recent year: M.S. in Food Science; Ph.D. in Land Use Planning, Management, and Design; Ph.D. in Family and Consumer Science Education; M.S. in Microbiology; M.S. Zoology; and for three years in a row: B.S. in Agribusiness, B.S. in Zoology, and PhD. in Geosciences.
  - A Texas public university expenditure study for FY 2015 was published by the THECB. This study determines the level of formula funding recommended for each institution. Texas Tech University’s report is attached to this email exhibiting expenditures by element, per student credit hour, and by discipline.
  - Texas Commissioner of Higher Education, Raymund A. Paredes, presented Affordability and Accessibility of Higher Education on May 10, 2016. He recommends the following:
    - Decrease time to degree and decrease excess semester credit hours
    - Increase funding for and efficiency of financial aid programs
    - Implement outcomes-based funding at universities
    - Increase Advise TX funding
    - Update Fields of Study and create Programs of Study
    - Support alternate degree pathways to completion
    - Build the financial literacy of Texans to promote a better understanding of how and why to pay for higher education by convening a statewide advisory group

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

- 22 SSL meetings were conducted this week to deliver feedback from the peer review committee. Directors have been receptive to the feedback and will begin submitting results and actions for
improvement along with updated outcomes and means of assessment this summer. 2016-2017 data is due by September 1.

- OPA has created Productivity Reports in DigitalMeasures. Attached are examples of two of the reports that are now ready. These reports have been available, but there has been need for an increasing functionality and that caused a redesign. Interest in graduate student productivity is on the rise and the attached report, a 2015 for the COE Higher Education program, is an example of the Graduate Student Publications and Presentation report.
  - Because we now have so many graduate students in DM, it has become necessary to filter out graduated students in the Faculty list that we used to verify current faculty/graduate students. This report has been redesigned and now allows for running faculty with graduate students, faculty only or graduate student only.
  - Additional DigitalMeasures activity this week includes the CS 3.5.4 report and annual reports for faculty. Much of the information is similar from previous Weekly Reports. Updates on the projects will be available in a Weekly Report within the next two weeks.

- Chair meetings are an ongoing activity of OPA. The last time an update was provided was with the April 8th Weekly Report. Below is an updated description of this activity:

<table>
<thead>
<tr>
<th>Date of Meeting</th>
<th>Name of Chair</th>
<th>Department</th>
<th>Primary issues addressed</th>
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<tbody>
<tr>
<td>4-8-16</td>
<td>Janet Froeschle-Hicks</td>
<td>Educational Psychology and Leadership</td>
<td>Froeschle received Chair Packet. Froeschle participated in Faculty Peer Review, and repeatedly mentioned how that experience will help her in the year’s assessment cycle. Froeschle mentioned that she will share the assessment feedback with all program coordinators. Hughes requests a DM follow-up for faculty roster verification.</td>
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<tr>
<td>4-26-16</td>
<td>Nural Akchurin</td>
<td>Physics</td>
<td>Akchurin received Chair Packet. Akchurin expressed several DM requests to the A&amp;S AFR: adding grade distributions, class GPA, median class grade, look at the awarding dates of grants and have a calculated field for the length of the grant. Unrelated to AFR, provide an easy way within DM for the chairperson to see an instructor’s syllabus rather than going to the PACI website. Akchurin was interested in seeing an example of a science-based electronic student portfolio. Hughes requests a DM follow-up and a portfolio follow-up. Akchurin indicated that there were several names on the faculty</td>
</tr>
</tbody>
</table>
In addition to direct contributions toward the departmental goals, OPA continues to focus on continuous improvement measures.

- OPA staff are waiting to hear from Angelo State about the possibility of their institution receiving payments for sponsorships and registration for the WTAC 2016. This is to avoid TTU’s OP 30.05 policy of, “...such budget will include the costs of the Office of the Provost services, which will be a minimum of 10% of gross income...” which Event Registration Services is enforcing.