The Office of Planning and Assessment reports each week its activities and contributions toward Texas Tech University’s institutional effectiveness efforts. Over the past week, OPA has accomplished the following tasks.

**Outcome 1: Texas Tech will be found in compliance with all external accrediting agencies and State of Texas mandates**

- To prepare for the SACSCOC findings in December, OPA is preparing a Contingency Report to address how each of the standards under review were addressed and how future action would be taken if found in non-compliance by SACSCOC. The Contingency Report will be available before the December Annual Meeting.
- With the realignment of compliance reporting in the Office of the Provost, notifications of substantive change and other related notifications regarding changes within degrees, it has been imperative that a full analysis of all changes be reviewed. Therefore, OPA has reviewed Academic Council and Board of Regents’ Meetings Minutes for the past two years. This analysis will be cross-referenced with information currently available to ensure that proper notifications were made. Additionally, OPA has prepared additional notification letters to SACSCOC that need to be submitted.
- OPA is meeting with each ASSU and ASSSU to review previous reports and provide consultation for upcoming reports. The majority of consultations have been focused on clarifying outcomes and criteria to showcase what is being measured by the departments. A few areas are under new leadership and have expressed a desire to modify operational outcomes to align with goals. Consultations have largely been focused on creating succinct, clear, and specific outcomes and ensuring a strong connection between outcomes, means of assessment, and criteria. So far, the following departments have held meetings with OPA: University Student Housing, Student Union & Activities, University ID, Hospitality Services, RaiderReady, University Advising, PPHC, University Studies, CALUE, TTAP, CCTR, United Supermarkets Arena, Academic Testing Services, SOAR, TLPDC, and Student Health Services.
- OPA is going through final preparatory steps for the implementation of TracDat 5. We have spoken with Nuventive and TTU IT. OPA’s plan is to implement TracDat 5 in November. This requires some time when the system has limited availability.
- To improve the Institutional Effectiveness Handbook, exemplars have been identified. There are two options for the presentation of the exemplars, each with its own benefits. One approach is to present exemplars by college. The other option demonstrates exemplars by academic level. By college would provide more discipline specific information that may be more relatable, but by level would demonstrate reports that are closer to the expected level of reporting. The suggested college exemplars are as follows:
  - Agricultural Sciences and Natural Resources- Plant and Soil Science MS
  - Architecture- Architecture BA
  - Arts and Sciences- Economics BA
- Business- Accounting BA
- Education- Special Education PHD
- Engineering- Petroleum Engineering PHD
- Honors- Arts and Letters BA
- Human Sciences- Community, Family and Addiction Sciences BS
- Graduate School- Museum Science MA
- Media and Communication- Public Relations BA
- Provost- University Studies BS/BA
- Law- Law JD
- The suggested doctoral, masters and bachelors exemplars are as follows:
  - Doctoral- Special Education PHD
  - Masters- Plant and Soil Science MS
  - Bachelors- Public Relations BA

- Two staff members attended TTUHSC’s Office of Institutional Planning and Assessment’s Assessment Retreat. The retreat was used as designated time for volunteers to help evaluate the institution’s assessment reports. This approach appears to work very well for TTUHSC. OPA is exploring options for implementing aspects of the approach in its own evaluation process.

- The QEP Steering Committee met for the first time October 29th. The discussion was largely focused on a plan of action for preparing position description drafts to present to the Provost for approval. The issue of funding the CGC Director was also discussed, potentially with a college matching the funding or cutting the budget 250k more. The goal is to have a director hired this spring.

- OPA was recently asked to provide an analysis of potential faculty credentialing issues using the justification statements from the SACSCOC reports. OPA recommended that the best strategy was to address the required forms associated with GTPIs. It has been requested that this document be expanded to include information by variables such as course level and whether it is in the Core Curriculum or not. OPA is systematically going through each of the justifications and core courses using the upcoming core courses as a reference. This is a time consuming project, however, significant progress has been made. Below is a sample of how the reporting of data will be presented using Communication. Note: 18 hours designates how many IORs listed the 18 hours that qualified them to teach the course. Justification Statements are the IORs with justification statements. Some justification statements were entered that did not need to be enter, for example, a justification statement from a Faculty with a terminal degree.

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- DigitalMeasures Activity:

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

- A series of short videos to further explain iPortfolio to students is under development which will be posted on our website next week. OPA is waiting for the Core Curriculum Steering Committee to provide final rubrics for each of the outcomes. However, if the committee is unable to complete the rubrics, OPA will ask students to submit work for each of the outcome areas with the plan of assessing submissions at a later time.
- The Online Senior Assessment will be administered this spring via Qualtrics. The instrument will not be altered for this administration as it is primarily aligned with the previous core curriculum. The data will provide “Closing the Loop” data as well as provide data that can be used to suggest potential continuous improvement strategies for the institution.
- As a part of an Assessment Plan for distance education and in collaboration with TTU Worldwide eLearning, the CLA+ is currently being administered. CLA+ suggests 100 participants, however, less than ten students from the original population have participated. To increase participation rates, the test is being made available to all TTU seniors. The test will close November 6. Final response rates will be reported at that time.
- Two modules for the CAAP test will be administered this spring. Currently, the most important step is identification of courses. Genevieve Durham-DeCesaro is assisting with courses for first-year students and the Registrar’s Office is assisting with the identification of Senior level 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

- Bi-monthly presentations on SACSCOC policies, THECB policies, and the State of Texas higher education initiatives at staff meetings
- In THECB news:
  - The 84th Texas Legislature passed House Bill (HB) 1992, which amends Texas Education Code 51.968, and establishes criteria related to minimum required scores on Advanced Placement (AP) exams for which an institution of higher education (IHE) awards course credit for particular lower-division courses. An institution may not require a score of more than 3 on a corresponding AP exam, unless the institution’s chief academic officer determines, based on evidence, that a higher score was needed to indicate the student’s sufficient preparation for related, more advanced courses for which the lower-division course was a prerequisite. This credit policy will apply to freshmen entering Texas public higher education institutions beginning in fall 2016.
  - Additionally, the Student Financial Aid in Texas Higher Education was report released:
    - Approximately 7 out of every 10 dollars in aid for Texas students comes from the Federal Government in the form of loans, grant aid, and work-study. The $6,700.57 million ($6.70 billion) in federal aid represents an increase of $17.51 million over FY 2013 levels. Meanwhile, state aid accounts for about 6.6 percent of total student aid and represents an increase of $43.59 million (of which $52.88 million represents an increase in the TEXAS Grant program compared to FY 2013 levels.)

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

- As a part of the ongoing Texas Tech Assessment Network training sessions, this week Creating Student Learning Outcomes with The Degree Qualifications Profile (DQP) was offered. The Degree Qualifications Profile (DQP) is built on the shared assumption that college degrees should be
organized in terms of depth and breadth. The DQP is a nationally known approach to a learning-centered framework for what college graduates should know and be able to do. This presentation was intended to introduce the DQP to participants and to provide direction to participants in how to use the DQP for degree program learning outcomes.

- As OPA considers ways to improve outreach and educational opportunities to the TTU campus, a list of training videos is being developed. Each video would range between two and five minutes on topics such as general knowledge and compliance to higher level training. The videos will be available online.

- Just before the fall semester began, OPA facilitated a strategic planning session for Human Development and Family Studies. This collaborative session with Dr. Mastergeorge identified potential departmental goals. A survey was created to assist in the identification of goals. Three goals were identified through that survey and were recently presented in a report to Dr. Mastergeorge.

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

- The OPA Annual Report continues to develop. After reviewing available documentation from 2014-2015, significant accomplishments and activities have now been identified. The next step is to group accomplishments and activities thematically. OPA will work with The Office of Communication and Marketing to ensure the presentation of the report is attractive and meaningful. The report should be completed by the end of the calendar year.

- OPA is finalizing the West Texas Assessment Conference. An email has been sent to all WTAC presenters requesting presentation slides and handouts for website. A participant survey has been created. Additionally, payment reminder emails were sent to attendees who had not yet paid for the conference. All attendees are now current on payment.