The Office of Planning and Assessment reports its weekly activities and contributions toward Texas Tech University’s institutional effectiveness efforts. This week’s report will outline existing projects as an overview of current activity.

Degree Program Assessment

- TracDat Account Consultations- Individual program consultations are scheduled. A tracking system will be implemented as evidence of improvement for the Monitoring Report.
- Faculty Peer Assessment Review Collaborative- Participants have been identified and the assessment plan is being developed.
- Media and Communications Core (M&C) Assessment Plan- Formerly identified as only related to the “Front Porch” project, this project is transitioning to assisting with the design of the M&C assessment plan. OPA continues to work closely with Kevin Stoker on the development of their plan.

Strategic Planning

- Academic Area IE Committee- OPA’s primary role will be with the University Level IE Committee.
- SSL IE Committee- To support the efforts of this committee, the rubric needs to be discussed with Dr. James, and the agenda needs to be completed.
- Ellucian Perform- The launch of the pilot is to be determined. If funding is secured, the pilot will require specific deliverables.

Faculty Credentialing

- HB 2504 Annual Report- This report is being finalized with more comprehensive analysis of departmental compliance.
- CS 3.5.4 Report- In order to ensure ongoing compliance, OPA will produce a CS 3.5.4 to demonstrate annual compliance of this SACSCOC standard-“At least 25 percent of the course hours in each major at the baccalaureate level are taught by faculty members holding an appropriate terminal degree—usually the earned doctorate or the equivalent of the terminal degree (Terminal degrees of faculty).” The report will be completed by March 31.
- Faculty Credentialing Software- OPA will create a one-page document for Academic Analytics, ORCID, and Cayuse explaining what it is and how OPA is involved in decision-making related to its implementation. This document will be completed by mid-March.

Institutional Assessment

- CAAP- Reports for all modules will be written once all data files are received from ACT.
• Raiders Engaged- The Raiders Engaged report is in its final stages and will be ready for review soon. The 2016 survey is currently in review. OPA hopes to have the revised survey in testing mode by April.
• OSA- The survey will be administered immediately after spring break 2016. OPA will handle the administration and analysis.
• Distance Assessment- OPA is ensuring that degree program assessment is ready for the fall and will continue to develop an alternative to the CLA+.
• Alumni Survey- Develop Alumni Survey to track graduate satisfaction with educational experience and job placement.

Core Curriculum

• TracDat Entry- OPA can begin drafting the entry for the Core into TracDat. The draft will be sent to Genevieve Durham-DeCesaro for review.
• iPortfolio Assessment Plan with the CCC- We need to finalize the schedule and presentation. The assessment plan will be ready for review next week.
• iPortfolio Pilot Year 2- It appears that specific courses in Musicology and Engineering will be the primary groups for additional participants for the second year. We need to schedule an end-of-year meeting with all pilot group leaders, including the second year group.
• iPortfolio Pilot Year 2- A meeting is scheduled with Rob Stewart to discuss funding. A presentation is being developed.

SACSCOC

• Monitoring Report- OPA is beginning to draft a first iteration of the Monitoring Report.
• Common IE Agenda for IE Committees- As College Level IE committees meet, OPA will propose a common IE agenda that will address components of IE identified by SACSCOC.
• Fifth Year Interim Report- Preparation for Fifth Year Interim Report:
  • Work with Communications and Marketing on developing a campus tour video for CS 3.11.3.
  • Study relevant standards
  • Leadership plan
• QEP- OPA will work with the steering committee on administrative and assessment issues:
  • A formal assessment timeline needs to be created addressing all assessment requirements.
  • Assist with the hiring of a QEP Director.
• Reaffirmation Reports- Make final copies of all reaffirmation reports (saved to PDF and archived).

Consultations

• NASPAA- Accreditation Processes and learning outcomes assessment
• Faculty and Sorority Life – An IRB proposal is currently in development
• Humanities- Longitudinal study and IRB proposal
• Study Abroad Office – Assessments have been developed and administered
• Biology Checklist for Dr. Chesser- Jennifer and Natasha have created an assessment checklist for Dr. Chesser

Miscellaneous

• OPA Annual Report- The report has been sent to Marketing to begin creating a publication.
• OPA Website- Assessment Glossary- in development
• OPA Satisfaction Survey- We will begin sending an invitation to Chair and Program Coordinators after individual consultation. This project will move to ongoing after the first administration of surveys.
• Certification in Assessment Videos- Develop a series of two-minute training videos. Develop assessment curriculum with various levels of expertise that individuals can gain with institutional assessment.
• OPA Strategic Plan- Review the plan and make needed updates based on current and requested activity.
• West Texas Assessment Conference- Planning was discussed in the WTAC meeting on March 9.
• Institutional Learning Outcomes- This is closely connected to the Excellence in Assessment document.
• PPI- Faculty Survey requires student and faculty consent. PPI will be contacted for some clarification and then students will be contacted.
• OPA Manual- Needs to be updated.
• DQP- Continue to promote.
• McBee A&S Project- A follow up meeting has been scheduled. Document workflow is the primary area of concentration.
• Transparency Framework- This will be the focus of the next Policy Analysis.
• Student Achievement Data on OPA website- This information needs to be reviewed and checked for accuracy.

Ongoing Projects

• Maintenance of Chair Meeting Spreadsheet- Needs to be updated.
• Organization of Common- Complete Assessment section.
• Weekly Reports- Continue to provide a comprehensive, yet appropriately detailed explanation of weekly activities.
• Chair Packets- This has been successfully implemented ahead of the March 1 goal and began February 22.
• HB2504 Compliance- Ongoing work with compliance.
• iPortfolio- Development of degree program use with pilot group. Work with pilot groups for embedding C&W assessment into programs.
• Substantive Change- OPA will continue its ongoing work to maintain the sub change documentation.
• Accreditation Across Campus- Jennifer and Elaina are working collaboratively to update recent requests for updated information
• Research- OPA needs to continue to explore opportunities for developing externally recognized expertise through research, writing, and conference presentations and attendance.
• OPA Website- Updated TAN and TracDat training availability on website, School of Law spotlight, linked IE handbook to Progress Portal on homepage.