OUTCOME 1: The Office of Planning and Assessment will contribute to Texas Tech University's ongoing compliance with all external accrediting agencies and State of Texas mandates.

- Core Curriculum Assessment
  - OPA staff deployed TechQuest on Monday, October 14, 2019. The instrument was distributed to 6,144 first-year Texas Tech students and we are currently monitoring responses (see Figure 1 below). Special thanks to Mary Elkins in Institutional Research for preparing the list of student emails. We are grateful for IR’s collaboration!

Figure 1. Screenshot displaying TechQuest invitation to first-year students.
OUTCOME 2: Texas Tech University faculty and staff will be well-prepared to meet OPA’s faculty credentialing, assessment, and strategic plan expectations.

- On Wednesday, October 16, OPA offered a “listening session” for TTU faculty and staff. We were pleased to host 12 attendees, representing Arts & Sciences, Human Sciences, College of Education, University Programs, Graduate School, the Division of Diversity, Equity & Inclusion, and University Libraries. Jennifer Hughes led the discussion, and several concrete suggestions were offered by attendees. An excerpt of these suggestions is provided below.
  - A tool would be great. I know I said this already, sorry. But yes! A tool for assessment would be good.
  - Collaborative feedback from our colleagues in other colleges and departments. E.g. – designated observation hours in other courses, an open department meeting where assessment is featured.
  - I would love to see enhanced support from Institutional Research and connections w/ outside experts. For example, I would love to see TTU bring in a physics assessment expert from another university to help Dr. Lamp.
  - Have more links from the form to explanations of what is needed for the areas. E.g. to dictionary, etc.
  - Data management systems will be improvable forever! TracDat, Qualtrics, Digital Measures, Excel, etc.
  - All staff and faculty in charge of assessment should be trained and receive a certificate or something to make it more meaningful.
  - I’m so happy and grateful to have the strong support of your office. Thank you for everything!

- OPA staff prepared materials and a PowerPoint presentation to facilitate the “listening session.” OPA wishes to especially thank Julie Gee, Student Assistant, for her tireless work on the infographic presented below (Figure 2.). Julie demonstrated much patience with our constant editorial changes!

- After a meta-analysis conducted by OPA professional staff, the infographic below synthesizes our findings related to university-wide 2017-2018 assessment methods. The most frequently utilized assessment methods are course-level assessments, exams, capstone projects, and surveys. Interestingly, Figure 3 presents an analysis of assessment methods used at the graduate and undergraduate levels. Some observations of the data are presented below:
  - Both graduate and undergraduate degree programs similarly use the following assessment methods: portfolios, pre-tests/post-tests, internships, case studies, essays, licensure exams, embedded assessment, peer assessments, and class discussions. These assessment methods are close to convergence in Figure 3, suggesting that these specific methods are frequently used regardless of degree program level.
  - Professional development assessment methods are used far more frequently at the graduate level than at the undergraduate level.
  - Interestingly, performances are used slightly more at the graduate level than at the undergraduate level. This suggests that performance is highly valued as an indicator of student learning, regardless of degree program level.
2017-2018 METHODS OF ASSESSMENT

Figure 1. Infographic analyzing 2017-2018 university-wide methods of assessment.
Jennifer Hughes shared several PowerPoint slides during the “listening session,” in order to facilitate discussion among attendees. These slides are presented as thumbnail images below.

Q. 1.
- Does the university-wide assessment deadline of October 1 work for you? Why or why not?

Q. 2
What kinds of assessment training do you need to do your job more effectively?
Q. 3. Are you frustrated by assessment tasks? What can we do to alleviate your frustration?

https://www.youtube.com/watch?v=6Tt6F3Aj_1s

Q. 4 What are your thoughts about an annual assessment day?

**TECHQUEST**

- Is the assessment day practical?
- Would faculty participate?
- How could we incentivize student participation?

Q. 5 Are there faculty and staff in your department that we need to honor for their commitment to assessment?
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.

- With the semester in full swing, Kenny Shatley will be contacting department chairs regarding faculty lists, credentialing, and HB 2504 compliance. We are setting a November 1 deadline for OPA to distribute all reports to Chairs and a year-end deadline for departments to have updates returned to OPA. This will be twofold beginning with a basic faculty roster for confirmation that DM information is correct and that any departed faculty are no longer on their list. The faculty roster list report will look similar to the Department of Music screenshot below:

```
Faculty List
Texas Tech University
August 1, 2019 - December 31, 2019

Music (103)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-Mail</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen, Eric M.</td>
<td><a href="mailto:eric.m.allen@ttu.edu">eric.m.allen@ttu.edu</a></td>
<td>Associate Professor</td>
</tr>
<tr>
<td>Anderson, Amy B.</td>
<td><a href="mailto:amy.b.anderson@ttu.edu">amy.b.anderson@ttu.edu</a></td>
<td>Associate Professor</td>
</tr>
<tr>
<td>Ankrum, Quinn L.</td>
<td><a href="mailto:qpatrick.ankrum@ttu.edu">qpatrick.ankrum@ttu.edu</a></td>
<td>Associate Professor</td>
</tr>
<tr>
<td>Audis, Misha M.</td>
<td><a href="mailto:misha.audis@ttu.edu">misha.audis@ttu.edu</a></td>
<td>Graduate Part Time Instructor</td>
</tr>
<tr>
<td>Averill, William</td>
<td><a href="mailto:william.averill@ttu.edu">william.averill@ttu.edu</a></td>
<td>Associate Professor</td>
</tr>
<tr>
<td>Baena Florez, Santiago</td>
<td><a href="mailto:santiago.baena@ttu.edu">santiago.baena@ttu.edu</a></td>
<td>Graduate Part Time Instructor</td>
</tr>
<tr>
<td>Barrick, Jeannie L.</td>
<td><a href="mailto:jeannie.l.barrick@ttu.edu">jeannie.l.barrick@ttu.edu</a></td>
<td>Instructor</td>
</tr>
<tr>
<td>Boyle Jr., John</td>
<td><a href="mailto:john.boyle@ttu.edu">john.boyle@ttu.edu</a></td>
<td>Instructor</td>
</tr>
<tr>
<td>Brandon, David</td>
<td><a href="mailto:bgstex@aol.com">bgstex@aol.com</a></td>
<td>Instructor</td>
</tr>
<tr>
<td>Brookes, Gregory G.</td>
<td><a href="mailto:gregory.brookes@ttu.edu">gregory.brookes@ttu.edu</a></td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>Brown, Colin</td>
<td><a href="mailto:colin.j.brown@ttu.edu">colin.j.brown@ttu.edu</a></td>
<td>Graduate Part Time Instructor</td>
</tr>
<tr>
<td>Brumfield Ph.D., Susan H.</td>
<td><a href="mailto:susan.brumfield@ttu.edu">susan.brumfield@ttu.edu</a></td>
<td>Professor</td>
</tr>
</tbody>
</table>
```

This list will allow us to clean up the database of faculty per department, and subsequently per college, to allow us to generate and update the Transcript Compliance report. A screenshot of the Transcript Compliance Report for Music is also below:
This report generation is possible due to the culmination of our efforts with Te’Ree Wozniak in the Office of the Provost, who has been working with us to develop a collaborative spreadsheet for keeping track of which transcripts have been received for incoming IORs. Using the list, we can see who has had their transcript sent to the Office of the Provost, who has a DM account, who needs to update their DM account, and if that individual is compliant. This week’s email went to over 50 new faculty who needed their information in DM updated before transcripts could be uploaded to their DM account. We have already had a good response, and Kyra Duffey has been instrumental in the upkeep of the document, the extraction and confirmation of email addresses for contact, and in brainstorming ways to improve the system. In particular, we are looking to implement a cloud-based solution to allow easier, simultaneous collaboration, most likely OneDrive.