

Administrative and Educational Support Report*

Department of Educational Psychology

**Annual Action Plan
Annual Assessment Report**

June 2004 – May 2005

*Student Learning Outcomes for this department are available at
<http://ie.panam.edu/CoELearningOutcomes.htm>



Annual Action Plan: June 1, 2004–May 31, 2005

Unit: Department of Educational Psychology

UTPA Mission: The University of Texas-Pan American (UTPA) serves the higher education needs of a rapidly growing, international, multicultural population in the South Texas Region. The University preserves, transmits and creates knowledge to serve the cultural, civic, and economic advancement of the region and the state. The University provides students advanced instruction in academic programs offered through innovative delivery systems that lead to professional certification, and baccalaureate, master’s and doctoral degrees. Through teaching, research, creative activity and public service, UTPA prepares students for lifelong learning and leadership roles in the state, nation and world community.

Division: Academic Affairs **Unit Head:** Dr. Victor Alvarado

Unit Mission: The Department of Educational Psychology consists of programs that are designed to meet the educational needs of individuals from diverse socioeconomic, sociocultural, and linguistic backgrounds in the South Texas Region, Southwestern United States and the United States. It is committed to providing the highest quality of instruction, faculty development, student advisement, educational services to the community, and research in various fields of endeavor.

Unit Goal: To determine strengths and areas of needed change of the department student certification/licensure process by analyzing program data.

Link to UTPA Goal(s):
 1: Ensure undergraduate student access and success
 2: Enhance graduate education and research

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Improve teacher preparation programs and certification pass rates (1)	2, 4	Based upon reports by each program, the department will submit a report indicating the strengths and areas of needed change in the student certification and licensure process.	Program reports will be submitted based on data collected through SBEC and LSSP Praxis/ Licensure data. These reports will include areas of strength and areas of needed change in the analyses. A departmental	Each program coordinator will complete a program report and the department chair will complete a departmental report by May 1, 2005 that will provide the data analyses and summary of TExES and Praxis/LSSP results with areas of strengths and	Additional faculty None

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Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
			summary of program reports will be completed noting strengths and areas of needed change.	needed change.	

Unit Goal:

Enhance faculty recruitment.

Link to UTPA Goal(s):

- 1: Ensure undergraduate student access and success
- 2: Enhance graduate education and research

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Hire faculty (2)	2, 4	To fill all available open faculty positions.	All faculty in the Educational Psychology Department will use new strategies such as emails, list serves, electronic announcements, conference flyers, professional journal ads, and dissemination of position announcements to other universities.	The search committees and chair will fill all 3 open positions by May 31, 2005.	Additional monies for job announcements in professional journals.

Unit Goal:

Enhance faculty retention.

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Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Retain faculty (3)	2, 4	The department will initiate three new practices for retaining faculty by May 31, 2005.	<p>Develop a faculty handbook including information needed to learn the UT Pan Am procedures.</p> <p>A department orientation for new faculty will be planned and implemented to familiarize faculty with departmental procedures and the tenure process.</p> <p>A faculty mentor system will be established in which new faculty members will be mentored for one semester.</p>	The chair and committee members will (1) complete a new faculty handbook, (2) implement a new faculty orientation, and (3) implement a new faculty mentoring system by May 31, 2005.	None



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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Improve teacher preparation programs and certification pass rates (1)	2, 4	Based upon reports by each program, the department will submit a report indicating the strengths and areas of needed change in the student certification and licensure process.	Each program coordinator will complete a program report and the department chair will complete a departmental report by May 1, 2005 that will provide the data analyses and summary of TExES and Praxis/LSSP results with	The Department has maintained a high level of performance similar to previous years. 1. School Psych: 85% passed the Texas State Board of Examiners of Psychologists 2. School	The Guidance and Counseling Program changed the Written Examination in order to better prepare the students to take the TExES exam.

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			areas of strengths and needed change.	Diagnostician: 100% passing rate on the TEXES 3. Counseling: 87% passing rate on the TEXES	

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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Hire faculty (2)	2, 4	To fill all available open faculty positions.	The search committees and chair will fill all 3 open positions by May 31, 2005.	The three positions were filled by May 31, 2005.	New projections for future faculty positions were established. Faculty search committees have been organized for the new positions.

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Retain faculty (3)	2, 4	The department will initiate three new practices for retaining faculty by May 31, 2005.	The chair and committee members will (1) complete a new faculty handbook, (2) implement a new faculty orientation, and (3) implement a new faculty mentoring system by May 31, 2005.	<ol style="list-style-type: none"> 1. The faculty handbook has not been done. 2. New faculty orientation was implemented in September 2004. 3. Mentoring was implemented in September 2004 for new faculty members. 	Orientation of new faculty was conducted as planned. No faculty member has left the Department by choice.

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: 1. Four new positions were requested; 2. A new secretary position was requested; 3. Additional testing and instructional materials were requested; 4. Additional multimedia facilities for instruction were requested; 5. Additional printing resources for students in the multimedia classes were requested.