

# **Administrative and Educational Support Report\***

## **Public Administration Program**

### **Annual Action Plan Annual Assessment Report**

**June 2004 – May 2005**

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



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

**Unit:** Public Administration Program

**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. Espiridion Borrego

**Unit Mission:** The Master of Public Administration is a graduate level of study intended as a professional preparation for public service in governmental agencies at the federal, state, regional, and local levels. Public Administration, both as a scholarly study and a professional program, is interdisciplinary in substance and methodology, borrowing from economics, sociology, psychology, business, industrial engineering, political science, and law.

**Unit Goal: #1** Provide a comprehensive program to prepare graduate students to address issues in the public sector based upon in-depth studies and research.

**Link to UTPA Goal(s):** Goal 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 the scholarly preparation for public service in governmental agencies at the federal, state, and local levels. (1)	4	90% of the graduate students who complete the coursework will pass the comprehensive examinations.	Faculty will conduct comprehensive examination review sessions.	At the end of each semester assess the percentage of graduate students completing the comprehensive examination with a passing score.	None

**Unit Goal:**

Provide graduate students with practical insights in managing varying levels of government units and agencies. Graduate students having completed course work in scholarly theory of public administration will conduct the research necessary to complete a thesis or applied research grant.

**Link to UTPA Goal(s):**

Goal 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 the professional preparation for public service in governmental agencies at the federal, state, regional, and local levels by having students apply the concepts of the appropriate theories of Public Administration to a thesis or applied research grant. (2)	5	100% of the graduate students who complete the course work and thesis or applied research grant project will be able to apply the results of their completed project within their respective agencies.	Thesis and applied research grant project committee chairpersons and committee faculty will provide guidance to students as they complete their thesis or applied grant project so that they will be able to apply the results of their completed projects within their respective agencies.	Thesis and applied research grant project committee chair and members will determine whether the thesis or applied grant projects are appropriately integrated within the agencies.	None

**Unit Goal:**

Oversee the graduate student in an internship within a public service agency at the local, state, or federal government level or non-profit organization in order to apply the learned knowledge base in a practical environment.

**Link to UTPA Goal(s):**

Goal 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 the professional preparation for public service in governmental agencies at the federal, state, or local government level or non-profit organization in	4	100% of the graduate students will satisfactorily complete the internship with a grade of C or better.	Students will develop internship objectives, write a weekly journal of their activities, and be assessed by their internship supervisor.	Assessment of the grades given for the completion of the internship	None.

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

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
order to apply the learned knowledge base in a practical environment. (3)					



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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 the scholarly preparation for public service in governmental agencies at the federal, state, and local levels. (1)	4	90% of the graduate students who complete the coursework will pass the comprehensive examinations.	At the end of each semester assess the percentage of graduate students completing the comprehensive examination with a passing score.	For Fall 04 and Spring 05 - 7 students took the comprehensive examinations and 7 students passed for a 100% passing rate.	Changes have been made to the orientation packet given to new MPA students to emphasize “compare and contrast” writing assignments.

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**Link to UTPA Goal(s):**

Goal 2: Enhance graduate education and research

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 the professional preparation for public service in governmental agencies at the federal, state, regional, and local levels by having students apply the concepts of the appropriate theories of Public Administration to a thesis or applied research grant. (2)	5	100% of the graduate students who complete the course work and thesis or applied research grant project will be able to apply the results of their completed project within their respective agencies.	Thesis and applied research grant project committee chair and members will determine whether the thesis or applied grant projects are appropriately integrated within the agencies.	For Fall 04 and Spring 05, five (5) students completed the applied research grant project and successfully defended their project for a success rate of 100%.  Two (2) students completed their thesis and successfully defended their project for a success rate of 100%.	Measures to determine the successful integration of student theses and grant projects into the workplace are being formulated by the faculty.

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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 the professional preparation for public service in governmental agencies at the federal, state, or local	4	100% of the graduate students will satisfactorily complete the internship with a grade of C or better.	Assessment of the grades given for the completion of the internship	For Summer 04, Fall 04, and Spring 05 - 11 students satisfactorily completed the internship with a grade of C or	Feedback from intern journals is being assessed to identify areas requiring improvement in the

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government level or non-profit organization in order to apply the learned knowledge base in a practical environment. (3)				better for a success rate of 100%	program.

**Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: None**