

Administrative and Educational Support Report*

Department of Curriculum & Instruction

**Annual Action Plan
Annual Assessment Report**

June 2005 – May 2006

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



Annual Action Plan: June 1, 2005–May 31, 2006

Unit: Department of Curriculum & Instruction

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. Veronica Lopez Estrada

Unit Mission: The Department of Curriculum and Instruction supports the mission of The University of Texas-Pan American by providing access and success for students seeking to become school teachers, furnishing leadership in organizing and implementing successful teacher preparation programs and by generating and supporting research in teacher education to meet the academic needs of a culturally and linguistically diverse society.

Unit Goal: Provide quality Teacher Education Programs to prepare classroom teachers that meet the state standards and to educate the needs of students from diverse socioeconomic, cultural, and linguistically environments.

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

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 FY06
Proliferation and enhancement of Teacher Preparation Programs. (1)	2	By the last administration of the TExAS exam (June) 85% of Fall and Spring interns will have passed the EC-4 Bilingual Generalist, EC-4 Generalist, and PPR Exams.	By end of Fall 2006 the Department of Curriculum & Instruction will prepare a report showing the percentage of program completers who passed the TExES exams for 2005-2006.	TExES exam data will be collected for test dates during Fall 2005 and Spring 2006. Interim Associate Dean has been assigned to prepare the final report by December 31, 2006 that will also include	A TExES Coordinator to oversee all TExES activities is needed.

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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 FY06
				Summer 06 data.	

Unit Goal:

Develop a baseline for faculty research and publication productivity for departmental faculty

Link to UTPA Goal(s):

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 FY06
Research productivity. (2)	5	Using data for AY05 to establish a baseline for the level of scholarly productivity per program for the department.	Request faculty to submit 2004-2005 research productivity data by December 2005.	The official baseline data for scholarly productivity within the department will be established by the Chair by March 1, 2006.	None

Unit Goal:

Recruitment of faculty advertised for AY 2006-2007

Link to UTPA Goal(s):

1. Ensure undergraduate student access and success
2. Enhance graduate education and success

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 FY06
Recruitment and retention of departmental faculty (3)	1,2,4,5	Fifty percent of the positions advertised for AY07 will be filled.	The departmental search committee members will develop faculty recruitment plans, and follow through on all faculty recruitment	<ul style="list-style-type: none"> The department will fill 6 of 12 faculty positions for AY07. The department will also fill the Chair 	Money for all faculty recruitment activities from advertisement to travel will be needed.

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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 FY06
			policies and procedures.	position AY 207.	



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Unit Goal: Provide quality Teacher Education Programs to prepare classroom teachers that meet the state standards and to educate the needs of students from diverse socioeconomic, cultural, and linguistically environments.

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

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?)
Proliferation and enhancement of Teacher Preparation Programs. (1)	2	By the last administration of the TExAS exam (June) 85% of Fall and Spring interns will have passed the EC-4 Bilingual Generalist, EC-4 Generalist, and PPR Exams.	TExES exam data will be collected for test dates during Fall 2005 and Spring 2006. Interim Associate Dean has been assigned to prepare the final report by December 31, 2006 that will also include	Data collection is in progress.	The COE requested and was approved to hire a Data Manager/TExES Coordinator who will prepare the report by December 31, 2006.

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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?)
			Summer 06 data.		

Unit Goal:

Develop a baseline for faculty research and publication productivity for departmental faculty

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

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?)
Research productivity. (2)	5	Using data for AY05 to establish a baseline for the level of scholarly productivity per program for the department.	The official baseline data for scholarly productivity within the department will be established by the Chair by March 1, 2006.	<p>During the 2004-2005 baseline year and Fall of 2005, the departmental faculty produced a total of 14 refereed journal articles, 6 refereed book chapters, and 5 refereed proceedings articles.</p> <p>In addition, departmental faculty produced 47 refereed and invited presentations at the national/international levels.</p> <p>Thus, the department met this objective of establishing baseline data for scholarly productivity.</p>	A new Annual Review process was created and approved by eligible departmental faculty. This document is designed to reward faculty for scholarly productivity, teaching excellence, and professional service.

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Unit Goal:	Recruitment of faculty advertised for AY 2006-2007
Link to UTPA Goal(s):	<ol style="list-style-type: none"> 1. Ensure undergraduate student access and success 2. Enhance graduate education and success

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?)
Recruitment and retention of departmental faculty (3)	1,2,4,5	Fifty percent of the positions advertised for AY07 will be filled.	<ul style="list-style-type: none"> The department will fill 6 of 12 faculty positions for AY07. The department will also fill the Chair position AY 207. 	<ul style="list-style-type: none"> The department met this objective by filling 6 faculty positions for AY 2006-2007. The Chair position was not filled this year, so this part of the objective was not met. 	Departmental faculty will prepare recruitment plans earlier during Fall of 2006 in an effort to fill remaining faculty positions and the Chair position.