

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

**Department of Music**

**Annual Action Plan  
Annual Assessment Report**

**June 2006 – May 2007**

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



Annual Action Plan: June 1, 2006–May 31, 2007

Unit: **Department of Music**

**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: **Dahlia Guerra**

**Unit Mission:** THE DEPARTMENT OF MUSIC OF THE UNIVERSITY OF TEXAS PAN AMERICAN is committed (1) to providing high-quality training in the areas of music education, music performance, and ethnomusicology at the undergraduate and graduate levels for students pursuing careers in music, (2) to offering a broad musical education in the liberal arts tradition to general students, and (3) to enhancing the multi-cultural musical environment of the community through the talents and expertise of its faculty and students.

THE DEPARTMENT OF MUSIC OF THE UNIVERSITY OF TEXAS PAN AMERICAN seeks to fulfill its responsibilities through excellent teaching; appropriate course offerings; a wide variety of multi-cultural and multi-lingual performance opportunities that reflect the international character of the community; scholarly and creative contributions to the academic and general communities; and current equipment and facilities in which to perform those activities.

**UTPA Goal:** **Become an outstanding research institution, emphasizing collaborative partnerships and entrepreneurship.**

**Academic Affairs Objective:** **Establish a research environment that is student-learner centered.**

**College/AVP Objective:** **Establish a research environment that is student-learner centered.**

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Hire strong research faculty who are student-learner centered. (1)	Develop teaching demonstration evaluation criteria.	All job candidates evaluated by search committees on the basis of teaching and research criteria.	By May 1, 2007, 100% of tenure-track job candidates will demonstrate a high level of student-learner centeredness and strong research potential.	Approval of new tenure-track lines in annual budget
Recognize and reward faculty who excel at both research and teaching. (2)	Award merit points for innovative teaching approaches that lead to improved student learning.	Music Department Annual Evaluation Guidelines in areas related to teaching and research reviewed.	Music faculty approved revisions to Annual Evaluation Guidelines by May 31, 2007.	None.
Increase thesis production. (3.)	Disseminate information to all music graduate students promoting the thesis option.	Classroom visits by Graduate Advisor or designated representative to graduate classes for in-person questions and answers regarding thesis option.	100% of graduate classes will be visited by the Music Department Graduate Advisor or designated representative by June 30, 2007.	None.

**UTPA Goal:** Enhance UTPA's engagement with the community to meet challenges and maximize opportunities.

**Academic Affairs Objective:** Promote engagement with existing organizations to address challenges and opportunities.

**College/AVP Objective:** Promote engagement with existing organizations to address challenges and opportunities.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Expand FESTIBA	Distribute flyers, memos,	25% increase in the	25% increase over 2006 in	Funding for visiting

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promotion and participation. (4)	news releases promoting FESTIBA.	number of FESTIBA events sponsored by Music Department.	number of FESTIBA events sponsored by Music Department by March 4, 2007.	presenters, promotional items, and workshop materials.
Expand Pan-American Days promotion and participation. (2)	Distribute flyers, memos promoting Pan-American Days.	2 or more faculty will participate in Pan-American Days events	2 or more faculty will participate in Pan-American Days by May 1, 2007.	
Expand Music Department promotion of Youth Symphony. (3)	Distribute flyers, memos promoting Youth Symphony.	Increased participation in Youth Symphony	10% increase in Music Department faculty involvement in Youth Symphony activities.	

**UTPA Goal:** Infuse Inter-American and global perspectives throughout the University community

**Academic Affairs Objective:** Increase and improve international activities on campus.

**College/AVP Objective:** Infuse international and Inter-American content into the curriculum.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Infuse international and	Establish baseline data on	Increase Music Department	By May 31, 2007, 10%	None.

*Annual Action Plan June 1, 2006–May 31, 2007*

<b>Unit Objective</b>	<b>Strategy(ies) to Achieve Unit Objective</b>	<b>Measurable Outcome for Unit Objective</b>	<b>Assessment Criteria, Evaluation Methods for Measurable Outcome</b>	<b>New Resources Needed in FY07</b>
Inter-American content into the curriculum. (4)	Music Department expertise in international teaching, scholarship, and service.	faculty participation in international teaching, scholarship, and service opportunities.	increase in Music faculty involvement in international teaching, service, and/or scholarship.	



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Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Hire strong research faculty who are student-learner centered. (1)	All job candidates evaluated by search committees on the basis of teaching and research criteria.	By May 1, 2007, 100% of tenure-track job candidates will demonstrate a high level of student-learner centeredness and strong research potential.	All positions (3) were posted by December 31 and offers were made and accepted by June 15, 2007  Three new faculty were hired. They demonstrate high levels of performance ability and excellent student-learner centered teaching.	100% of faculty participated in the recruitment of new faculty and in the planning, production, and presentation of department sponsored presentations.
Recognize and reward faculty who excel at both research and teaching. (2)	Music Department Annual Evaluation Guidelines in areas related to teaching and research reviewed.	Music faculty approved revisions to Annual Evaluation Guidelines by May 31, 2007.	Annual evaluation criteria were revised in April 2007 to include new sections on research and teaching activities.	Faculty voted to diversify the types of research and scholarly activities recognized in the annual evaluation document.  At least 60% of all Faculty performed and presented or published in local, state, and international venues.  Three faculty received faculty development awards for research.  Faculty are recognized for their achievements.
Increase thesis production. (3.)	Classroom visits by Graduate Advisor or designated representative	100% of graduate classes will be visited by the Music Department Graduate	Graduate advisor visited with graduate students throughout Fall, Spring,	Research has expanded on the graduate level 100%.

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	to graduate classes for in-person questions and answers regarding thesis option.	Advisor or designated representative by June 30, 2007.	and Summer semesters.  Graduate advisor presented all program options to current and prospective graduate students.  One Master of Music student wrote an outstanding thesis.	

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**Academic Affairs Objective:** Promote engagement with existing organizations to address challenges and opportunities.

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Expand FESTIBA promotion and participation. (4)	25% increase in the number of FESTIBA events sponsored by Music Department.	25% increase over 2006 in number of FESTIBA events sponsored by Music Department by March 4, 2007.	The Music Department increased participation by 25% in FESTIBA.	Through FESTIBA, the Music Department promoted UTPA and engaged the community.

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Expand Pan-American Days promotion and participation. (5)	2 or more faculty will participate in Pan-American Days events	Music Department faculty will increase participation in Pan-American Days by 25%.	Two Music faculty participated in Pan-American Days in Spring, 2007.	The Music Department increased participation in Pan-American Days by 25%.
Expand Music Department promotion of Youth Symphony. (6)	Increased participation in Youth Symphony	10% increase in Music Department faculty involvement in Youth Symphony activities.	The Music Department increased involvement in Youth Symphony activities by over 10%.	On campus activities in the COAH for K-12 increased through the Youth symphony and plans to expand activities for 2007-2008 have been established.

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<p>Infuse international and Inter-American content into the curriculum. (7)</p>	<p>Increase Music Department faculty participation in international teaching, scholarship, and service opportunities.</p>	<p>By May 31, 2007, 10% increase in Music faculty involvement in international teaching, service, and/or scholarship.</p>	<p>The UTPA Mariachi and Salsa Bands increased number of presentations infusing international and inter-American content into the curriculum. Three faculty participated in presentations and performances abroad and in Mexico. All faculty participated in performance of music of international origins.</p>	<p>Faculty continue to explore new opportunities and venues for international teaching, scholarship, and service opportunities.</p>