

Administrative and Educational Support Report*

Department of CIS & QUMT

**Annual Action Plan
Annual Assessment Report**

June 2006 – May 2007

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



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

Unit: Department of Computer Information Systems and Quantitative Methods

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:** Lester M. Rydl

Unit Mission: The mission of the Department of Computer Information Systems and Quantitative Methods is to provide a quality future-oriented education to prepare our graduates with the analytical, technical, and managerial foundations necessary to function effectively in complex, culturally diverse and technologically-oriented professional environments. This is accomplished by providing high quality instruction and curricula in our academic programs, relevant intellectual contributions, and professional service.

UTPA Goal: Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion.

Academic Affairs Objective: Establish a separate Learning and Teaching Excellence Center to improve instructional practices and promote student engagement in learning.

College/AVP Objective: Continuously improve student learning and the techniques for learning effectiveness and efficiency.

Unit Objective Computer Information Systems and Quantitative Methods	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Provide assistance for students taking programming courses and statistics courses. (1)	Hire an additional graduate assistant to tutor CIS students in programming classes. Assign two Masters student assistantships to provide	Additional graduate assistant position.	Additional 20 hours per week of tutoring will be added by May 2007.	Additional GA \$7000

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	assistance through tutoring sessions. Each 20 hrs/wk			
Continuously improve faculty knowledge and practice in technologies of teaching. (2)	Encourage faculty attendance at “Excellence in Teaching” Seminars to be offered by the College.	Faculty attendance at Excellence seminars.	Attendance by at least 50% of the CIS/QUMT faculty at each of the seminars offered through May 2007.	None
Increase the number of students participating in semester long, paid internships offering relevant professional experience. (3)	Increase efforts to contact high quality internship providers.	Increase number of students taking the internship course CIS3300.	Enrollments in CIS3300 will increase by May 2007.	Course assignment to one faculty member.
Develop CIS advisory board. (4)	Invite CIOs and other IT professionals to serve on board.	CIS advisory board set-up and potential members invited to become a member.	An advisory board will be established by May 2007.	\$3,000 for incidentals related to advisory board functions.
Provide opportunity for faculty to participate in paid summer internships offering relevant professional experience. (5)	Increase efforts to contact high quality internship providers for faculty internships.	Create contact list of well known corporations and establish faculty internship criteria.	Number of faculty who participate in summer internships will increase by May 2007.	None or equivalent of teaching 2 summer classes \$18,000.

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

Academic Affairs Objective: Foster intramural and extramural collaborative research partnerships.

College/AVP Objective: Increase research grant submissions.

Unit Objective Computer Information Systems and Quantitative Methods	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Increase research grant submissions. (6)	Arrange for faculty training sessions to encourage more faculty grant activity through the Office of Research and Sponsored Projects.	Faculty participate in training.	By May 2007 50% of the CIS/QUMT faculty will have attended training sessions.	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: Develop outreach initiatives and advancement efforts.

Unit Objective Computer Information Systems and Quantitative Methods	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
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Unit Objective Computer Information Systems and Quantitative Methods	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Develop CIS promotional material. (7)	Meet with recruitment staff to develop materials.	Brochure and/or CD developed to promote CIS major.	Promotional brochures/CDs will be printed and distributed by May 2007.	\$1,500



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UTPA Goal: Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion.

Academic Affairs Objective: Establish a separate Learning and Teaching Excellence Center to improve instructional practices and promote student engagement in learning.

College/AVP Objective: Continuously improve student learning and the techniques for learning effectiveness and efficiency.

Unit Objective Computer Information Systems and Quantitative Methods	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?)
Provide assistance for students taking programming courses and statistics courses. (1)	Additional graduate assistant position.	Additional 20 hours per week of tutoring will be added by May 2007.	Funds were not available to hire a tutor.	A lecturer was short 1 hour on teaching load so the hour was allocated to tutoring statistics. Also, AITP students volunteered to tutor programming.

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Continuously improve faculty knowledge and practice in technologies of teaching. (2)	Faculty attendance at Excellence seminars.	Attendance by at least 50% of the CIS/QUMT faculty at each of the seminars offered through May 2007.	Faculty did not attend as they were unaware of any seminars held.	Dr. Sun participated in a university teaching program for new faculty.
Increase the number of students participating in semester long, paid internships offering relevant professional experience. (3)	Increase number of students taking the internship course CIS3300.	Enrollments in CIS3300 will increase by May 2007.	Enrollment is stable with 1 or 2 internships each term—one in the fall and one in the spring. Internships are advertised and we have a working relationship with the co-op office.	Continue to advertise internships as they become available and encourage students to enroll. Work with other employers to develop internships.
Develop CIS advisory board. (4)	CIS advisory board set-up and potential members invited to become a member.	An advisory board will be established by May 2007.	Board was not established due to system policies.	Other forms of advisory groups will be explored.
Provide opportunity for faculty to participate in paid summer internships offering relevant professional experience. (5)	Create contact list of well known corporations and establish faculty internship criteria.	Number of faculty who participate in summer internships will increase by May 2007.	No internships were available for faculty.	On going dialog with Wal-Mart and Tyson concerning internships for faculty.

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Increase research grant submissions. (6)	Faculty participate in training.	By May 2007 50% of the CIS/QUMT faculty will have attended training sessions.	How many faculty attended workshops is unknown, however, 3 of 4 university grant proposals submitted were approved.	Have grant recipients encourage other faculty to submit proposals.

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:**

Develop outreach initiatives and advancement efforts.

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Develop CIS promotional material. (7)	Brochure and/or CD developed to promote CIS major.	Promotional brochures/CDs will be printed and distributed by May 2007.	Promotional materials were updated but not duplicated in color on slick paper.	Revise brochure and print in color on slick paper.