

Administrative and Educational Support Report*

Department of Economics & Finance

**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 Economics & Finance

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. Alberto Dávila

Unit Mission: The Department of Economics and Finance mission, in accordance with the mission of the College of Business Administration, will offer students the high quality of education they need to succeed in a continuously changing business environment. The faculty will strive for academic excellence in teaching and in its research endeavors. The faculty will also serve as a professional resource to communities in the region.

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

Academic Affairs Objective: Review and restructure all educational programs to ensure that students complete their educational goals in a timely fashion.

College/AVP Objective: Increase the number of continuing students graduating in four years to 20%.

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
Increase the number of continuing students graduating in four years to 20%. (1)	Support COBA in standardizing degree plans and continuously improving them to meet professional relevance.	A standardized and updated degree plan and template for Economics/Finance majors by December 2006.	Standardized and updated degree plan templates will be written and provided to the student advisors and faculty.	None

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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
Increase the number of continuing students graduating in four years to 20%. (2)	Support COBA in implementing and improving a program to recognize students completing 60 hours of business study in four long semesters.	Develop a “Take 15 Initiative” to encourage students to register for a minimum of 15 hours each semester to be approved by May 2007.	A procedure for the Take 15 initiative will be completed and submitted to the Dean by May 2007.	None

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	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
Continuously improve student learning and the techniques for learning effectiveness and efficiency. (3)	Support COBA in initiating and continuously improving faculty skills in learner-centered educational techniques.	Assist development of “Excellence in Teaching Seminars” focused on learner-center techniques for COBA faculty by December 2006.	At least one seminar on Excellence in Teaching will be developed for COBA faculty by May 2007.	None
	Support COBA in Continuously improving faculty knowledge and practice in technologies of teaching.	Help develop “Excellence in Teaching Seminars” focused on teaching with technology for COBA Faculty by May 2007.	At least one faculty member will become actively involved in UTPA Learning Communities program. At least one seminar will be developed for COBA faculty by May	None

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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
			2007	
	Support COBA in improving/refining assessment of student learning outcomes processes and procedures.	Each major will develop 5 embedded questions relating to their major which will be incorporated into the ETS exam by November 2006 (UG Curriculum committee). Continued assessment of core curriculum levels.	Will include embedded questions for ETS exam for Fall 2006 and Spring 2007 administration of exam.	None

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

Academic Affairs Objective: Develop a continuing education division within academic affairs.

College/AVP Objective: Develop entrepreneurial approaches to both credit and non-credit education.

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
Develop entrepreneurial approaches to both credit and non-credit education. (4)	Support COBA in increasing and improving on-line delivery of programs/courses.	Develop One online course.	Department will develop and offer at least one online course by May 2007	None
	Support COBA in expanding and enhancing non-traditional delivery through weekend, evening, and satellite opportunities.	Develop 3-year course schedule for evening courses.	3-year course schedule will be developed and include evening and online courses by May 2007	None

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UTPA Goal: Collaborate with P-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education.

Academic Affairs Objective: Establish expectations/standards that define students who are personally prepared and academically qualified for college.

College/AVP Objective: Improve economic and finance education for K-12 students and teachers.

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
Improve economic and finance education for K-12 students and teachers. (5)	As an affiliate of NCEE support Neuhaus Center in expanding NCEE and TCEE-sponsored teaching training. Achieve 3-year re-affiliation status	Develop One more NCEE and TCEE- sponsored teaching training session.	Two workshops will be developed and presented to K-12 local teachers by May 2007 3-year Re-affiliation status with NCEE will be granted by May 2007	None
Support Neuhaus Center in expanding NCEE, TCEE, and Kaufman Foundation programs for K-12 students. (6)	Create new NCEE, TCEE sponsored program for K-12 students Create Kaufman Foundation program for K-12 students.	Develop One K-12 student program by May 2007.	Will develop two NCEE affiliated K-12 student seminars by May 2007.	None

UTPA Goal: Optimize institutional effectiveness and efficiency consistent with high quality organizational standards.

Academic Affairs Objective: Define and implement standards and performance measures for business processes and stakeholders.

College/AVP Objective: Establish culture of creativity, innovation, and trust.

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Objective:

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
Establish culture of creativity, innovation, and trust. (7)	Create all Economics/Finance processes as transparent and available to all faculty and staff.	Maintain agenda and minutes of all department meetings.	All agendas and minutes for all of the Economics/Finance meetings will be written and distributed to all faculty by May 2007.	None

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Division: Academic Affairs

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College/AVP Objective: Increase the number of continuing students graduating in four years to 20%.

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?)
Increase the number of continuing students graduating in four years to 20%. (1)	A standardized and updated degree plan and template for Economics/Finance majors by December 2006.	Standardized and updated degree plan templates will be written and provided to the student advisors and faculty.	Standardized degree plans are available to majors and are offered to advisors.	Degree plans will be adjusted to reflect curriculum changes to the BA in Economics and course changes (e.g.,

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				change from Finance 3381 to Economics 3381).
Increase the number of continuing students graduating in four years to 20%. (2)	Develop a "Take 15 Initiative" to encourage students to register for a minimum of 15 hours each semester to be approved by May 2007.	A procedure for the Take 15 initiative will be completed and submitted to the Dean by May 2007.	Initiative not formalized. It is in the process of development. The number of students taking more than 15 hours increased from 114 to 149 between FY 2006 and 2007.	Recommendations will be made for change upon implementation.

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	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?)
Continuously improve student learning and the techniques for learning effectiveness and efficiency. (3)	Assist development of "Excellence in Teaching Seminars" focused on learner-center techniques for COBA faculty by December 2006.	At least one seminar on Excellence in Teaching will be developed for COBA faculty by May 2007.	Drs. Camelia Rotaru and Geok Simpson attended on-line teaching seminars.	Department faculty will be encouraged to continue to participate in on-line teaching seminars to increase online offerings.
	Help develop "Excellence in Teaching Seminars" focused on teaching with technology for COBA Faculty by May 2007.	At least one faculty member will become actively involved in UTPA Learning Communities program. At least one	Dr. Geok Simpson taught Economics 1301 in the Fall of 2006 for the Learning Communities program. There were 16 students	The department will continue to participate in the Learning Communities program, but this program must recruit more students

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		seminar will be developed for COBA faculty by May 2007.	enrolled in this course.	for these courses to maintain the long-term viability of this program to the department.
	Each major will develop 5 embedded questions relating to their major which will be incorporated into the ETS exam by November 2006 (UG Curriculum committee). Continued assessment of core curriculum levels.	Will include embedded questions for ETS exam for Fall 2006 and Spring 2007 administration of exam.	15 questions were embedded for both the economics and finance Spring ETS. The results are pending.	Pending on results.

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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?)
Develop entrepreneurial approaches to both credit and non-credit education. (4)	Develop One online course.	Department will develop and offer at least one online course by May 2007	Offered Finance 4381 online in the spring of 2007. 39 students took the course.	Results are being used to increase offerings of online courses in the Spring of 2008.
	Develop 3-year course schedule for evening courses.	3-year course schedule will be developed and include evening and online courses	3-year course schedule was developed. 20 evening courses were offered with a	The 3-year schedule will be distributed to students in the Fall of 2007 and

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		by May 2007	combined enrollment of 644 students.	evening courses will be continued to be offered to meet demand for the evening program.

UTPA Goal: Collaborate with P-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education.

Academic Affairs Objective: Establish expectations/standards that define students who are personally prepared and academically qualified for college.

College/AVP Objective: Improve economic and finance education for K-12 students and teachers.

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?)
Improve economic and finance education for K-12 students and teachers. (5)	Develop One more NCEE and TCEE- sponsored teaching training session.	Two workshops will be developed and presented to K-12 local teachers by May 2007 3-year Re-affiliation status with NCEE will be granted by May 2007	Three workshops were offered. One workshop was offered for AP High-School teachers (8 teachers) at Rice University and two other workshops were offered in personal finance in Edinburg and Brownsville (33 teachers combined). The 3-year affiliation was granted.	Through collaborative efforts with the College of Education, more workshops will be offered by recruiting senior and graduate Education students. A business plan competition for High School students will be developed.
Support Neuhaus Center in expanding NCEE, TCEE, and Kaufman Foundation programs for K-12	Develop One K-12 student program by May 2007.	Will develop two NCEE affiliated K-12 student seminars by May 2007.	One seminar was offered in Albuquerque NM. The Economics Challenge was organized for the RGV and	Focus will be to provide economic education to student in the RGV.

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students. (6)			24 teams for McHi participated. Dr. Alberto Dávila judged the State competition of this event in Houston, where over 60 State-wide teams competed.	A business plan competition for High School students will be developed.

UTPA Goal: Optimize institutional effectiveness and efficiency consistent with high quality organizational standards.

Academic Affairs Objective: Define and implement standards and performance measures for business processes and stakeholders.

College/AVP Objective: Establish culture of creativity, innovation, and trust.

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?)
Establish culture of creativity, innovation, and trust. (7)	Maintain agenda and minutes of all department meetings.	All agendas and minutes for all of the Economics/Finance meetings will be written and distributed to all faculty by May 2007.	Minutes for the Fall 2006 required departmental meeting were taken. These will be reviewed by the faculty at the required departmental meeting this coming Fall 2007.	Minutes of meeting will be forwarded to faculty the day after all subsequent meetings.