

Administrative and Educational Support Report*

PhD Program

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: PhD 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. Marc W. Simpson

Unit Mission:

- Develop business and academic leaders who are qualified and committed to the improvement of society
- Produce Scholarly Research relevant to domestic and global business
- Support professional community and university activities that contribute to economic progress, social improvement, and intellectual development

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
Reform the Ph.D. Curriculum to ensure that students are able to complete courses in a timely fashion. (1)	Hold meetings of the Ph.D. Admission and Curriculum Committee (Ph.D. A.C.C.) and its subcommittees to gather input on what changes need to be implemented.	Create program guide, list new curriculum, disseminate to students and faculty	New curriculum and creation of new guide will be given to all faculty and doctoral students	None

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

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
Ensure that a sufficient number of students enroll so as to allow required courses to meet in the sequence prescribed by the new curriculum. (2)	Implement a tiered system for the assistantships, and move academically qualified Ph.D. students, hired to teach classes off of the Ph.D. Budget, so that more assistantships are available each year for incoming students.	Increase enrollment in the program. Classes offered according to the established schedule.	At least 9 new Ph.D. students will be admitted by May 2007.	None

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

Academic Affairs Objective: Provide support for the improvement of the research infrastructure.

College/AVP Objective: Increase publishing in quality journals and highly recognized national and international conferences.

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 scholarship. (3)	Assign Research Assistants to faculty.	Research Assistants granted.	Research Assistants will be made available to 90% of the faculty requesting them.	None
	Fund travel for Ph.D. students to present scholarly work at national and international conferences.	Encourage Ph.D. students, to present papers at national and international conferences.	Funding will be provided for doctoral students to travel to conferences to present papers-	None

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

UTPA Goal: Infuse Inter-American and Global Perspectives throughout the university community.

Academic Affairs Objective: Infuse international and Inter-American content into the curriculum.

College/AVP Objective: Develop traditional and non-traditional curriculum and delivery at the undergraduate, masters and doctoral levels with a focus on global perspectives and expertise certifications for international students.

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
Enhance curriculum. (4)	Offer a team-taught, colloquium titled, "International Business Issues" exposing Ph.D. students to the means by which different disciplines approach global issues.	Offer a course which is taught by multiple lecturers with maximum student enrollment.	12 different faculty will teach a doctoral seminar with at least 14 students participating.	None



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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?)
Reform the Ph.D. Curriculum to ensure that students are able to complete courses in a timely fashion. (1)	Create program guide, list new curriculum, disseminate to students and faculty	New curriculum and creation of new guide will be given to all faculty and doctoral students	New guide was distributed to the faculty and students. In accordance with the new curriculum 20 new courses were added to the course inventory and graduate	Courses and course descriptions are now delineated whereas in the past all courses were offered using the same course code under the

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			catalog.	general heading of “Seminar in ____.” The new course codes and course descriptions increase the transparency of the curriculum and make it easier for faculty and students to plan schedules so that students can complete the program in a timely fashion.
Ensure that a sufficient number of students enroll so as to allow required courses to meet in the sequence prescribed by the new curriculum. (2)	Increase enrollment in the program. Classes offered according to the established schedule.	At least 9 new Ph.D. students will be admitted by May 2007.	We had 70 students apply to the program (an increase of nearly 100% over last year). We have admitted 15 new students, and we plan to extend offers to still others.	We conducted a national/international marketing campaign using names and addresses of potential students purchased from two testing agencies: the GMAC who administer the GMAT, and ETS who administer the GRE. Both tests are widely used as one of the criteria for admissions to graduate programs. There was a significant increase, not only in the number of students applying to the program, but in the average test score of those who applied.

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Academic Affairs

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Objective:

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Increase scholarship. (3)	Research Assistants granted.	Research Assistants will be made available to 90% of the faculty requesting them.	100% of the faculty who requested a research assistant were assigned an assistant.	Encourage faculty through email and flyers to request research assistants.
	Encourage Ph.D. students, to present papers at national and international conferences.	Funding will be provided for doctoral students to travel to conferences to present papers-	23 separate student trips to present research results were funded or partially funded by the Ph.D. office.	The Ph.D. Admissions, Curriculum, and Content Committee determined that the foundation course, "Research Methods." Should be taught along discipline-specific lines. In addition to research methodology the course will focus on the production of research papers and journal articles in each discipline.

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Enhance curriculum. (4)	Offer a course which is taught by multiple lecturers with maximum student enrollment.	12 different faculty will teach a doctoral seminar with at least 14 students participating.	The faculty and students participated in the colloquial in the Fall semester of 2006.	It was determined that this course would require a substantial level of coordination. The format made for a slightly disjointed learning experience as topics shifted from professor to professor. It was decided that for the immediate future the “International Business Issues” course would be taught by a single faculty member in a survey type format, and the idea of having a colloquia would be revisited in the future.