

Administrative and Educational Support Report*

**Department of Communication Sciences &
Disorders**

**Annual Action Plan
Annual Assessment Report**

June 2006 – May 2007

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



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

Unit: Communication Sciences and Disorders

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:** Janice A. Maville

Unit Mission: The Mission of the Department of Communication Sciences and Disorders prepares students for independent professional practice as speech-language pathologists for service in a diverse and multicultural society. The Graduate Program provides students with instruction in speech, language, and hearing through innovative delivery systems that lead to the master’s degree in communication disorders and professional license and certification. Through teaching, research, creative activity, and public service in communication sciences and disorders, the Program prepares students for lifelong learning and leadership roles in the region, state, nation, and world communities. The Program is committed to enhancing the quality of life and communication needs of individuals in the region and state.

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

Academic Affairs Objective: Ensure that graduate programs are academically rigorous and research centered, promoting independent learning and preparing graduates to contribute successfully to their chosen profession.

College Objective: Provide graduate and undergraduate programs that are academically rigorous, promote independent learning and prepare graduates to contribute successfully to their chosen professions.

| 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 |
|---|--|--|---|------------------------------|
| Provide quality undergraduate and graduate programs that prepare graduates to | <ul style="list-style-type: none"> The department will monitor pass rates on the PRAXIS exam on a yearly basis. | 85% of graduates taking the exam will pass on the first attempt by May 31, 2007. | The Program Director will collect data on pass rates during the last semester in the graduate curriculum. | No new resources requested. |

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|---|--|---------------------------------------|--|------------------------------|
| <p>contribute successfully to their chosen profession as Speech-Language Pathologist. (1)</p> | <ul style="list-style-type: none"> • Faculty will develop a plan for increasing the success of students whenever the benchmark is not achieved. • Faculty will continue to conduct, analyze results of, and make recommendations from the student learning outcomes for the COMD undergraduate and graduate programs. • Faculty will revise curriculum based on consultant suggestions. • Graduate program will successfully complete ASHA site visit for re-affirmation of accreditation by May 31, 2007. | | <p>The result will be compared to the benchmark of 85% established by COMD faculty.</p> <p>The goal will be achieved when 85% of the graduates pass the PRAXIS on first attempt. Results will be compiled and analyzed by May 31, 2007</p> | |

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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 Objective: Provide community education 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 |
|--|---|---|---|------------------------------|
| Develop a continuing education workshop for Speech-Language Pathology practitioners. (2) | <ul style="list-style-type: none"> Faculty will develop a program draft, schedule and budget. Faculty will identify potential speakers. | A draft of a continuing education program will be completed and approved by COMD faculty by May 31, 2007. | Faculty will complete a draft of a continuing education program for Speech-Language Pathologists by May 31, 2007. The Chair will submit a report documenting completion of this objective to the Dean's office by May 31, 2007. | No new resources needed. |

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

Academic Affairs Objective: Provide infrastructure to maximize utilization of human intellectual capital.

College Objective: Provide the infrastructure to maximize the utilization of human intellectual capital.

| 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 a new method to collect, store, and extract | Develop a student tracking system based on areas | A tracking system will be implemented by May 31, | A tracking system will be developed and | Assistance in creating a data base computer file for |

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 |
|---|--|--|--|--|
| student information for more complete, accurate, and timely data collection. (3) | identified by faculty. | 3007. | implemented by May 31, 2007. | tracking student data will be needed. Human resources, such as the services of Tony Casas, will be required to develop this with the department secretary. |
| Recruit and hire a qualified COMD Department Chair. (4) | <ul style="list-style-type: none"> • Develop recruitment strategy. • Secure professional recruiter assistance. • Interview and hire new department chair. | Hire a new chair for the COMD Department Chair position. | The Interim Department Chair will submit a recommendation for the Department Chair position to the Dean by May 31, 2007. | Financial resources for recruitment. |



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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?) |
|---|--|---|--|--|
| Provide quality undergraduate and graduate programs that prepare graduates to | 85% of graduates taking the exam will pass on the first attempt by May 31, 2007. | The Program Director will collect data on pass rates during the last semester in the graduate curriculum. | 100% of May12, 2007 graduating students passed the PRAXIS exam first time. | No change needed |

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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?) |
|--|---------------------------------------|---|---|--|
| contribute successfully to their chosen profession as Speech-Language Pathologist. (1) | | The result will be compared to the benchmark of 85% established by COMD faculty. The goal will be achieved when 85% of the graduates pass the PRAXIS on first attempt. Results will be compiled and analyzed by May 31, 2007 | | |

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|--|---|--|---|--|
| Develop a continuing education workshop for Speech-Language Pathology practitioners. (2) | A draft of a continuing education program will be completed and approved by COMD faculty by May 31, 2007. | Faculty will complete a draft of a continuing education program for Speech-Language Pathologists by May 31, 2007. The Chair will submit a report documenting completion of | Content areas were identified. A report was submitted to the Dean on May 21, 2007 | Information will be used for continued planning purposes |

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|----------------|---------------------------------------|--|---|--|
| | | this objective to the Dean's office by May 31, 2007. | | |

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|--|--|--|--|--|
| Establish a new method to collect, store, and extract student information for more complete, accurate, and timely data collection. (3) | A tracking system will be implemented by May 31, 2007. | A tracking system will be developed and implemented by May 31, 2007. | Two new forms were created. One form was created for tracking graduate students progress through the program from beginning to graduation. Another was created to track graduates in meeting state and ASHA certification requirements. Both forms were placed into operation April 2007 | No changes needed |
| Recruit and hire a qualified COMD Department Chair. (4) | Hire a new chair for the COMD Department Chair position. | The Interim Department Chair will submit a recommendation for the Department Chair position to the Dean by May 31, 2007. | Recruitment efforts were unsuccessful. The Interim Chair recommended Dr. Teri Pistokache to the Dean for appointment as the new Interim Chair | A recruitment plan was developed and submitted to the Dean and to ASHA. Dr. Jan Maville will step down from the interim chair position June 30, 2007 and |

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|-----------------------|--|---|--|---|
| | | | beginning July 1, 2007 | Dr. Teri Mata-Pistokache will assume the interim chair position July 1, 2007. |