

Administrative and Educational Support Report*

Department of English

**Annual Action Plan
Annual Assessment Report**

June 2007 – May 2008

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



Annual Action Plan: June 1, 2007–May 31, 2008

Unit: English Department

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: Christopher Keller

Unit Mission: The Department of English offers undergraduate major and minor programs in English, with specializations in literature, language, and English as a Second Language. Teacher certification plans in English are available at both secondary and elementary levels. Major and minor programs in English offer students an opportunity to discover more about the world they live in, to learn to appreciate the artistic works of fellow human beings, and to develop literary and language aptitudes of their own. The Department is committed to ensuring academic excellence in all academic programs by developing and maintaining outstanding faculty and by serving the academic needs of students at the University of Texas – Pan American.

The department also offers graduate major programs leading to the MA in English, the MA in English as a Second Language, and the MA in Interdisciplinary Studies with a concentration in English, and the MA in Interdisciplinary Studies with a concentration in Writing. To students who view education primarily as career training, English programs provide excellent preparation for any profession requiring a high degree of skill and comprehension in oral and written communication.

UTPA Goal: 1: Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion.

Academic Affairs Objective: 1.A. The Provost’s Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking and improving continuance of students in degree programs as measured by key outcome measures associated with students in continuance degree programs.

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College/AVP Objective:

1.A.1. The College of Arts and Humanities (COAH) will establish a systematic methodology for collecting, reporting, and benchmarking.

1.A.2. The College of Arts and Humanities (COAH) will improve continuance of students in degree programs in the College as measured by the outcome measures associated with continuance of students (graduation, retention, persistence, and success in gatekeeper courses).

Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>1.A.1. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking of key outcome measures (indicators) for students in degree programs in the Department.</p>	<p>100% completion of a plan to collect, report, and benchmark performance on key indicators of students in degree programs.</p>	<p>Obtain national, state and institutional data for graduation, retention and persistence rates of majors in Spanish and French.</p> <p>Identify a repository of all the data for each program in the department.</p> <p>Work with the Office of Institutional Research and Effectiveness and the Division of Academic Affairs Research Analyst to design methodology for collecting data not currently available.</p>	<p>The College will identify an Office or person who will compile all of the data for all departments in the College each year.</p> <p>A database of all data will be created.</p>	<p>Clerical assistance and data from the Provost's office.</p>
<p>1.A.2. The Department of English will improve continuance of students in degree programs as measured by the outcome measures</p>	<p>Increase of 1% in graduation rates for majors in each program as compared to benchmark year.</p>	<p>Set yearly graduation, retention and persistence targets for each program.</p> <p>Compare data collected</p>	<p>Collect data for the previous years and set benchmarks for AY 2007-2008.</p> <p>At the end of the academic year, collect data for AY 2007-2008.</p>	<p>Clerical assistance and data from the Provost's office.</p>

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>associated with continuance of students (graduation, retention, and persistence).</p>	<p>Increase of 1% in retention rate for majors in each program as compared to the previous year.</p> <p>Increase of 1% in persistence rate for majors in each program as compared to the previous year.</p>	<p>for each major with national, state and peer institutions data.</p> <p>Write a report summarizing the analysis, synthesis and evaluation of data.</p> <p>Set targets for the next year.</p> <p>Develop strategies for improvement in each measure.</p>	<p>Analyze the data by comparing AY 2007-2008 to the benchmarks set.</p> <p>Report the results of the analysis on the Annual Assessment Reports. Use the results of the data, initiate and plan for improvements for AY 2008-2009.</p>	

UTPA Goal:

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

Academic Affairs Objective:

1.B. The Provost's Office will work with the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and improvement of the key outcome measures associated with enhancing student learning outcomes.

College/AVP Objective:

1.B.1. The College of Arts and Humanities (COAH) will develop a systematic methodology for the collection, reporting, and benchmarking outcome measures associated with enhancing student learning outcomes.

1.B.2. The College of Arts and Humanities (COAH) will improve student learning based on measures associated with enhanced student learning outcomes.

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>1.B.1. The Department of English will develop a systematic methodology for the collection, reporting, and benchmarking of the key outcome measures associated with enhancing student learning outcomes.</p>	<p>100% completion of a plan for systematically collecting, reporting, and benchmarking performance on key indicators of student performance associated with student learning outcomes.</p>	<p>Appoint key faculty in each program to develop the plan.</p> <p>Identify key indicators or measures of student performance that are consistent with state and professional standards.</p>	<p>The faculty committee in each program area will review national, state, and professional entity norms or averages on associated student learning outcome measures to use in benchmarking.</p> <p>The faculty committee will review performance of students in peer institutions and at institutions with similar student population.</p>	<p>Funding for new instructional technology.</p> <p>Funding for new laboratory equipment.</p>
<p>1.B.2. The Department of English will improve student learning based on measures associated with enhanced student learning outcomes.</p>	<p>All students will demonstrate increase in student learning as measured by assessment of student learning outcomes in each major.</p>	<p>Analyze Student Learning Outcome Assessment Reports/ results every semester in each program.</p> <p>Set improvement targets for AY 2008-2009.</p> <p>Review, revise and improve the Student Learning Outcomes (SLO) Assessment Plans (procedures and methodology) for majors in each program using results of AY 2006-2007 to improve student success.</p> <p>Analyze and revise programs, curricula and/or assessment</p>	<p>At the beginning of each Fall and Spring semester, the faculty in each program will review the results of the Student Learning Outcomes assessment for the previous semester and/or year.</p> <p>The faculty and department chair of each program will analyze the implications for the program of student learning outcomes.</p> <p>The program will make necessary changes to curriculum, instruction, and/or assessment processes to improve student learning.</p>	<p>None</p>

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
		procedures, as appropriate, based on assessment results.		

UTPA Goal:

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

Academic Affairs Objective:

1.C. The Provost Office will work with the Colleges (and departments) to establish a systematic methodology for the collection, reporting, benchmarking, and improving of the key outcome measures associated with increasing access to our educational programs

College/AVP Objective:

1.C. The College of Arts and Humanities will assist the departments to establish a systematic methodology for the collection, reporting and benchmarking of the key outcome measures associated with increasing access to our educational programs and will improve access as measured by these outcomes.

Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
1.C. The Department of English will establish a systematic methodology for the collection, reporting and benchmarking of the key outcome measures associated with increasing access to our educational programs and will improve access as measured by these outcomes.	Increase access to our education programs as compared to 2006-2007 using the key outcome measures: a. Undergraduate and graduate SCH enrollments b. Students involved in research/creative works activities c. Students involved in the Honors Program	Form departmental recruitment committee to increase awareness of college programs. Participate in new student/transfer orientations. Update recruitment materials. Expand opportunities for students engaged in	Monitor key indicators for each of the programs and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures.	Increase funding for department recruitment. Increase funding for students engaged in creative/research activities. Increase new faculty positions.

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
		creative/research activities. Develop new programs in areas of need. Request new faculty positions in areas of need. Ensure baseline data is available for all key indicators.		

UTPA Goal:

2. Become an outstanding research institution emphasizing collaborative partnerships and entrepreneurship.

Academic Affairs Objective:

2.A. The Provost's Office will support the Colleges and Departments to establish systematic methodology for the collection, reporting, benchmarking, and to improve the production and dissemination of scholarly and creative works as measured by key outcome measures.

College/AVP Objective:

2.A The COAH will support the Departments to establish systematic methodology for the collection, reporting and benchmarking of the key outcome measures for scholarly productivity and will increase scholarly productivity of its tenured/tenure track faculty as measured by these outcomes.

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Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>2.A The Department of English will establish systematic methodology for the collection, reporting and benchmarking of the key outcome measures for scholarly productivity and will increase scholarly productivity of its tenured/tenure track faculty as measured by these outcomes.</p>	<p>Increase the overall number of scholarly activities by TT/Tenured faculty as compared to the baseline year of 2006-2007 using the key outcome outcome indicators:</p> <ul style="list-style-type: none"> a. number of refereed/juried works in journals b. number of state, regional, national and international performances/presentations c. number of books. d. number of book chapters. 	<p>Publicize scholarly productivity successes.</p> <p>Publicize availability of internal and external sources of funding.</p> <p>Facilitate full utilization of research assistants.</p> <p>Revise merit policy to reflect and reward ongoing research on major scholarly projects.</p> <p>Ensure that baseline data for benchmarking is available.</p>	<p>Monitor the key outcome indicators for each faculty member and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase.</p>	<p>Increase funding for research assistants.</p>

UTPA Goal:

2. Become an outstanding research institution emphasizing collaborative partnerships and entrepreneurship.

Academic Affairs Objective:

2.B. The Provost's Office will support the Colleges and Departments to establish systematic methodology for the collection, reporting, benchmarking, and to improve the acquisition of external funds as measured by key outcome measures and will increase the acquisition of external funds as measured by the key outcome measures.

College/AVP Objective:

2.B.The COAH will assist the Departments to establish systematic methodology for the collection, reporting and benchmarking and of key outcome measures for the acquisition of external funds and will improve the acquisition of external funds as measured by these outcomes.

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>2.B. The Department of English will establish a systematic methodology for the collection, reporting and benchmarking and of key outcome measures for the acquisition of external funds and will improve the acquisition of external funds as measured by these outcomes.</p>	<p>Improve the acquisition of external funds as measured by an overall increase in the key outcome indicators:</p> <ul style="list-style-type: none"> a. number and amount of non-research projects submitted for funding b. number and amount of funded research by faculty c. number of collaborative projects d. amount of revenue generated through entrepreneurial activities e. amount of indirect funding generated 	<p>Publicize internal and external sources of funding</p> <p>Encourage PIs to write paid release time into their externally funded projects.</p>	<p>Monitor key indicators for each faculty member and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures.</p>	<p>Seed money for revenue generating activities.</p>

UTPA Goal:

3. Enhance UTPA’s engagement with the community to meet the challenges and maximize opportunities.

Academic Affairs Objective:

3.A. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking and to increase credit and non-credit course offerings as measured in the key outcome measures.

College/AVP Objective:

3.A. The COAH will assist Departments in establishing a systematic methodology for collecting, reporting and benchmarking of key outcome measures for credit and non-credit course offerings and will increase credit and non-credit course offerings as measured by these outcomes.

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Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>3.A. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking of key outcome measures for credit and non-credit course offerings and will increase credit and non-credit course offerings as measured by these outcomes.</p>	<p>Increase by 5% the number of credit and non-credit offerings using the following indicators as compared to the previous year:</p> <ul style="list-style-type: none"> a. fully online courses b. continuing education programs c. weekend classes 	<p>Publicize financial incentives for faculty to develop fully online courses.</p> <p>Coordinate faculty activities with the COAH Director of Online Course Development.</p> <p>Advocate for flexible class scheduling including weekends.</p> <p>Provide mentoring on conducting continuing education programs.</p>	<p>Monitor key indicators for each activity and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures</p>	<p>Funding for financial incentives for faculty to develop fully online courses.</p> <p>Seed money to initiate continuing education programs</p>

UTPA Goal:

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

Academic Affairs Objective:

3.B. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to improve the integration of University and community resources as measured in the key outcome measures.

College/AVP Objective:

3.B. The COAH will assist Departments in establishing a systematic methodology for collecting, reporting and benchmarking of the key outcome measures that measure University participation in professional and community activities and will increase University participation in professional and community activities as measured by these outcomes.

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Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>3.B. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking of the key outcome measures that measure University participation in professional and community activities and will increase University participation in professional and community activities as measured by these outcomes.</p>	<p>Increase the overall number of activities that demonstrate participation in professional and community activities by 5% as compared to the baseline year of 2006-2007:</p> <ul style="list-style-type: none"> a. number of co-sponsored events - FESTIBA b. number of programs with service learning activities c. number of community-based activities d. number of external proposals to secure funding in collaboration with community groups e. number of memberships on advisory boards f. number of faculty engaged in discipline specific consulting g. number of faculty holding office in professional organizations h. number of faculty serving on committees in professional organizations 	<p>Advocate for funding for a university coordinator for service learning activities.</p> <p>Publicize outstanding service and major appointments.</p> <p>Publicize department activities and events through the COAH Calendar and FESTIBA Brochure.</p> <p>Revise merit policy to reward community and professional activities.</p>	<p>Monitor key indicators and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures</p>	<p>None needed.</p>

UTPA Goal: 4. Collaborate with P-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education.

Academic Affairs Objective: 4.A. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to improve the pool of qualified applicants as measured in the key outcome measures.

College/AVP Objective: 4.A. The COAH will assist Departments in establishing a systematic methodology for collecting, reporting and benchmarking, of the key outcome measures related to improving the pool of qualified applicants as measured in the key outcome measures and will improve the pool of qualified applicants as measured by these outcomes.

Unit Objective	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
4.A. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking, of the key outcome measures related to improving the pool of qualified applicants as measured in the key outcome measures and will improve the pool of qualified applicants as measured by these outcomes	a. Strengthen and expand teacher development programs. b. Increase service-related summer camps c. Participate in 10 recruitment activities at the local high schools.	Engage in more visible promotion of the Spanish Literature AP Certificate Program. Create more opportunities for teacher professional development in the summer.	Verify activities for each of the measurable outcomes for this objective and ensure that all criteria have been met.	Funding for promotion of professional development summer programs.

UTPA Goal:

5. Infuse inter-American and global perspectives throughout the University community.

**Academic
Affairs
Objective:**

5.A. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to enhance access to inter-American and global perspectives as measured in the key outcome measures.

**College/AVP
Objective:**

5.A. The College of Arts and Humanities will assist Departments in establishing a systematic methodology for the collection, reporting and benchmarking of the key outcome measures for enhancing access to inter-American and global perspectives and will enhance access to inter-American and global perspectives as measured in these outcomes.

Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
5.A. The Department of English will establish a systematic methodology for the collection, reporting and benchmarking of the key outcome measures for enhancing access to inter-American and global perspectives and will enhance access to inter-American and global perspectives as measured in these outcomes.	<p>Increase the number of indicator activities as compared to the baseline data for 2006-2007:</p> <ul style="list-style-type: none"> a. number of active international partnerships that yield instructional, research or service benefits to the institution and its faculty b. number of students who study abroad for either credit or non-credit. c. number of faculty with international experiences through Fulbright or similar faculty experiences d. number of visiting international scholars e. number of international presentations f. number of courses/ 	<p>Strengthen active international partnerships (China, France, Mexico) and build new partnership in key regions (Brazil, Spain).</p> <p>Encourage faculty involvement in Fulbright opportunities.</p> <p>Explore new mechanisms to increase funding for international presentations.</p> <p>Address cultural diversity throughout the curriculum.</p>	<p>Monitor key indicators and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures</p>	<p>Funding to allow faculty participation in international activities.</p>

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Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
	special programs addressing cultural diversity issues in the curriculum			

UTPA Goal:

6. Optimize institutional effectiveness and efficiency with high quality organization standards.

Academic Affairs Objective:

6.A. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to optimize course offerings through careful planning as measured in the key outcome measures.

College/AVP Objective:

6.A. The College of Arts and Humanities will assist Departments in establishing a systematic methodology for collecting, reporting, and benchmarking of key outcome measures for optimizing course offerings and will improve the optimization of course offerings as measured by these outcomes.

Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
6.A. The Department of English will establish a systematic methodology for collecting, reporting, and benchmarking of key outcome measures for optimizing course offerings and will improve the optimization of course offerings as measured by these outcomes.	The difference between scheduled seats and filled seats will be less than 20% for the majority of classes offered during AY 2007-2008.	Prepare a two-year schedule of course offerings by January 2008. Systematically monitor course enrollments throughout the enrollment season.	Determine the difference between scheduled seats and filled seats during the fall and spring semester.	None needed.

UTPA Goal:

6. Optimize institutional effectiveness and efficiency with high quality organization standards.

**Academic
Affairs
Objective:**

6.B. The Provost Office will support the Colleges and Departments to establish a systematic methodology for the collection, reporting, benchmarking, and to recruit and retain quality faculty as measured in the key outcome measures.

**College/AVP
Objective:**

6.B. The College of Arts and Humanities will establish a systematic methodology for the collection, reporting, and benchmarking of key outcome measures related to recruiting quality faculty and will increase the recruiting of qualified faculty as measured by these outcomes.

Unit Objective	Measurable Outcome for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
6.B. The Department of English will establish a systematic methodology for the collection, reporting, and benchmarking of key outcome measures related to recruitment and retention of quality faculty and will increase the recruiting of qualified faculty as measured by these outcomes.	Increase the number of new to UTPA tenured/tenure track faculty who remain for 5 years.	Participate in the Provost's Office New Faculty Support Program. Develop standard professional development meetings between faculty members and chair (2 times per year).	Review the data for the measurable outcomes for this objective and determine if all criteria have been met.	None needed.

AES FY08 Assessment Results Report

UTPA

Dept - English

Unit Mission: The Department of English offers undergraduate major and minor programs in English, with specializations in literature, language, and English as a Second Language. Teacher certification plans in English are available at both secondary and elementary levels. Major and minor programs in English offer students an opportunity to discover more about the world they live in, to learn to appreciate the artistic works of fellow human beings, and to develop literary and language aptitudes of their own. The Department is committed to ensuring academic excellence in all academic programs by developing and maintaining outstanding faculty and by serving the academic needs of students at the University of Texas ? Pan American.

The department also offers graduate major programs leading to the MA in English, the MA in English as a Second Language, and the MA in Interdisciplinary Studies with a concentration in English, and the MA in Interdisciplinary Studies with a concentration in Writing. To students who view education primarily as career training, English programs provide excellent preparation for any profession requiring a high degree of skill and comprehension in oral and written communication.

Unit Head: Pamela Anderson-Mejias

College: College of Arts and Humanities

Division: Division of Academic Affairs

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
Dept - English - Degree Programs - Continuance of Students - INCORPORATED ELSEWHERE FOR 09-11: 1.A.2. The Department of English will improve continuance of students in degree programs as measured by the outcome measures associated with continuance of students (graduation, retention, and persistence). Outcome Types: Administrative - Fiscal Year 2008	Assessment Method: Collect data for the previous years and set benchmarks for AY 2007-2008.	08/29/2008 - Data not yet available. Result Type: Inconclusive Next Step: Continue Current Strategy(s)	10/01/2008 - Interim chair is working with appropriate discipline committees to collect measurable indices.
	Criterion for Success: Increase of 1% in graduation rates for majors in each program as compared to benchmark year.	08/29/2008 - Data still unavailable. Result Type: Inconclusive Next Step: Continue Current Strategy(s)	10/01/2008 - Interim chair is working with appropriate discipline committees to collect measurable indices.
Start Date: 06/01/2007 End Date: 05/31/2008 Outcome Status: No Longer Desired Strategies: 1. Set yearly graduation, retention and persistence targets for each program. 2. Compare data collected for each major	Assessment Method: Analyze the data by comparing AY 2007-2008 to the benchmarks set.	08/29/2008 - Data not yet available. Result Type: Inconclusive Next Step: Continue Current Strategy(s)	10/01/2008 - Interim chair is working with appropriate discipline committees to collect measurable indices.
	Criterion for Success: Increase of 1% in retention rate for majors in each program as compared to the previous year.	08/29/2008 - Awaiting complete data. Result Type: Inconclusive	10/01/2008 - Interim chair is working with appropriate discipline committees to collect measurable

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>with national, state and peer institutions data.</p> <p>3. Set targets for the next year.</p> <p>4. Develop strategies for improvement in each measure.</p>	<p>Assessment Method: Report the results of the analysis on the Annual Assessment Reports. Use the results of the data, initiate and plan for improvements for AY 2008-2009.</p> <p>Criterion for Success: Increase of 1% in persistence rate for majors in each program as compared to the previous year.</p>	<p>Next Step: Continue Current Strategy(s)</p> <hr/> <p>08/29/2008 - Data not yet available.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>indices.</p> <hr/> <p>10/01/2008 - Interim chair is working with appropriate discipline committees to collect measurable indices.</p>
<p>Dept - English - Access - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11:1.C. The Department of English will establish a systematic methodology for the collection, reporting and benchmarking of the key outcome measures associated with increasing access to our educational programs and will improve access as</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 08/21/2006</p> <p>End Date: 05/30/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies:</p> <ol style="list-style-type: none"> 1. Form departmental recruitment committee to increase awareness of college programs. 2. Participate in new student/transfer orientations. 3. Update recruitment materials. 4. Expand opportunities for students engaged in creative/research activities. 5. Develop new programs in areas of need. 	<p>Assessment Method: Monitor key indicators for each of the programs and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures.</p> <p>Criterion for Success: Increase access to our education programs as compared to 2006-2007 using the key outcome measures:</p> <ol style="list-style-type: none"> a. Undergraduate and graduate SCH enrollments b. Students involved in research/creative works activities c. Students involved in the Honors Program 	<p>08/29/2008 - a. UGR sch dropped by 4.8% GRAD sch increased by 10.51%</p> <p>b. Student involvement at graduate level continues to increase.</p> <p>c. Date from honors program is not available; however, English dept did begin the Undergraduate English Honors Program fall, 2008.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>10/01/2008 - Interim chair is working with appropriate discipline committees to encourage more student involvement in research/creative activities at the undergraduate level.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>6. Request new faculty positions in areas of need.</p> <p>7. Ensure baseline data is available for all key indicators.</p>			
<p>Dept - English - Scholarly Productivity - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11: 2.A The Department of English will establish systematic methodology for the collection, reporting and benchmarking of the key outcome measures for scholarly productivity and will increase scholarly productivity of its tenured/tenure track faculty as measured by these outcomes.</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies:</p> <ol style="list-style-type: none"> 1. Publicize scholarly productivity successes. 2. Publicize availability of internal and external sources of funding. 3. Facilitate full utilization of research assistants. 4. Revise merit policy to reflect and reward ongoing research on major scholarly projects. 5. Ensure that baseline data for benchmarking is available. 	<p>Assessment Method: Monitor the key outcome indicators for each faculty member and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase.</p> <p>Criterion for Success: Increase the overall number of scholarly activities by TT/Tenured faculty as compared to the baseline year of 2006-2007 using the key outcome outcome indicators:</p> <ol style="list-style-type: none"> a. number of refereed/juried works in journals b. number of state, regional, national and international performances/presentations c. number of books. d. number of book chapters. 	<p>08/29/2008 - AY0708: Faculty produced a. 5 refereed articles, b. unavailable presentations, c. two books, d. two book chapters. In addition, there were two works added to refereed anthologies, two issues of an international journal edited by faculty, 1 CD ROM textbook series, and 7 book reviews in professional journals.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>10/01/2008 - Department faculty have produced 48 new works in 2007-08 and others have reappeared in anthology. Continue to promote scholarship among faculty and work to expand these efforts to graduate and undergraduate students.</p>
<p>Dept - English - Aquisition of External Funds - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11</p>	<p>Assessment Method: Monitor key indicators for each faculty</p>		

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>of English will establish a systematic methodology for the collection, reporting and benchmarking and of key outcome measures for the acquisition of external funds and will improve the acquisition of external funds as measured by these outcomes.</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies: 1. Publicize internal and external sources of funding Seed money for revenue generating activities. 2. Encourage PIs to write paid release time into their externally funded projects.</p>	<p>member and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures.</p> <p>Criterion for Success: Improve the acquisition of external funds as measured by an overall increase in the key outcome indicators:</p> <p>a. number and amount of non-research projects submitted for funding b. number and amount of funded research by faculty c. number of collaborative projects d. amount of revenue generated through entrepreneurial activities e. amount of indirect funding generated</p>		
<p>Dept - English - SLO - Improve Student Learning - INCORPORATED ELSEWHERE FOR 09-11: 1.B.2. The Department of English will improve student learning based on measures associated with enhanced student learning outcomes.</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies: 1. Analyze Student Learning Outcome Assessment Reports/ results every semester in each program.</p>	<p>Assessment Method: At the beginning of each Fall and Spring semester, the faculty in each program will review the results of the Student Learning Outcomes assessment for the previous semester and/or year.</p> <p>Criterion for Success: All students will demonstrate increase in student learning as measured by assessment of student learning outcomes in</p> <p>Assessment Method: The faculty and department chair of each program will analyze the implications for the program of student learning outcomes.</p> <p>Criterion for Success: All students will demonstrate increase in student learning as measured by</p>	<p>08/29/2008 - Data are available for fall 2006 and prior semesters back to Spring 2005. Undergraduate English student learning outcomes improved from 67% pass rate to 95.2% pass rate on SLO 1 (interpretation/analysis of text), SLO 2 for certification students continued from 100% to 100%, and SLO 3 on satisfaction remained in the 80% level throughout. In the MAENG SLO1</p>	<p>09/08/2008 - SLOs need to be revisited and revised for the differing disciplines within the English department--particularly at the undergraduate level taking into account the new curriculum. Graduate programs in creative</p>

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<p>2. Set improvement targets for AY 2008-2009.</p> <p>3. Review, revise and improve the Student Learning Outcomes (SLO) Assessment Plans (procedures and methodology) for majors in each program using results of AY 2006-2007 to improve student success.</p> <p>4. Analyze and revise programs, curricula and/or assessment procedures, as appropriate, based on assessment results.</p>	<p>of student learning outcomes in each major.</p>	<p>remained at one of three criteria for success being met with the exception of Fall 05; SLO 2 production of critical interpretation improved from 70% to 100% and SLO 3 familiarity with the canon remained at 100% throughout. In MAESL SLO1 theoretical knowledge, 2 applied knowledge and 3 portfolio for professional assessment all remained above 90%. In the fourth area, technology usage improved in the ENGLISH department from an average in the 20s to one in the high 50s. All agree that SLOs for the English undergraduate program need revision to fit with the varying disciplines within the department.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>writing and rhetoric/composition also need to consider preparing assessment information.</p>
	<p>Assessment Method: The program will make necessary changes to curriculum, instruction, and/or assessment processes to improve student learning.</p> <p>Criterion for Success: All students will demonstrate increase in student learning as measured by assessment of student learning outcomes in</p>	<p>08/29/2008 - Curriculum for undergraduate English majors was changed during 2003-05, approved, and began during Fall 2007. Over the base period of fall 2006- spring 2007, data indicated for fall 2006 that all criteria for success were met in the undergraduate English programs, the MA in English and the MAESL.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>09/08/2008 - Spring 07 information will be added to Fall 06 and discussion of the appropriateness of SLOs for all discipline areas within the department will begin in AY0809.</p>
<p>Dept - English - Credit and Non-credit Course Offerings - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11 3.A. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking of key outcome measures for credit and non-credit course offerings and will increase credit and non-credit course offerings as measured by these outcomes.</p>	<p>Assessment Method: Monitor key indicators for each activity and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures</p> <p>Criterion for Success: Increase by 5% the number of credit and non-credit offerings using the following indicators as compared to the previous year:</p>	<p>08/29/2008 - 0607 data not found. Interim chair is searching 0708 course offerings to establish a baseline.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>10/01/2008 - 0607 information being difficult to encounter, the interim chair will compile 0708 data for the indicators as a baseline.</p>

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<p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p>	<p>a. fully online courses b. continuing education programs c. weekend classes</p>	<p>08/29/2008 - 0607 data not found. Interim chair is searching 0708 course offerings to establish a baseline.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>10/01/2008 - 0607 information being difficult to encounter, the interim chair will compile 0708 data for the indicators as a baseline.</p>
<p>Strategies:</p> <ol style="list-style-type: none"> Publicize financial incentives for faculty to develop fully online courses. Coordinate faculty activities with the COAH Director of Online Course Development. Advocate for flexible class scheduling including weekends. Provide mentoring on conducting continuing education programs. 			
<p>Dept - English - Professional and Community Participation - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11 3.B. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking of the key outcome measures that measure University participation in professional and community activities and will increase University participation in professional and community activities as measured by these outcomes.</p>	<p>Assessment Method: Monitor key indicators and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures</p> <p>Criterion for Success: Increase the overall number of activities that demonstrate participation in professional and community activities by 5% as compared to the baseline year of 2006-2007:</p>	<p>08/29/2008 - During AY 0708. a. 14 English department faculty participated actively in FESTIBA, b. the Service Learning Committee of the dept. sponsored a community information afternoon with more than 30 participants including 7 UTPA faculty and set up an online presence as well as a College-wide community, c. complete data not available, d. data not available, e. 2 known, f. data not available, g. 1 known additional data not available, h. complete data not available</p>	<p>10/01/2008 - Continue community participation AND department/college must build support for this area into the tenure, promotion and annual evaluation policies.</p>
<p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies:</p> <ol style="list-style-type: none"> Advocate for funding for a university coordinator for service learning activities. 	<p>a. number of co-sponsored events - FESTIBA b. number of programs with service learning activities c. number of community-based activities d. number of external proposals to secure funding in collaboration with community groups e. number of memberships on advisory boards</p>	<p>IN ADDITON: 4 creative writing students have published essays in The Monitor, 4 different students have published professionally during 0708.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Travel: Budget allocations for student and faculty</p>	

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<p>2. Publicize outstanding service and major appointments.</p> <p>3. Publicize department activities and events through the COAH Calendar and FESTIBA Brochure.</p> <p>4. Revise merit policy to reward community and professional activities</p>	<p>f. number of faculty engaged in discipline specific consulting</p> <p>g. number of faculty holding office in professional organizations</p> <p>h. number of faculty serving on committees in professional organizations</p>	<p>travel for development in SERVICE LEARNING as part of instruction.</p>	
<p>Dept - English - Qualified Applicants - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11 4.A. The Department of English will establish a systematic methodology for collecting, reporting and benchmarking, of the key outcome measures related to improving the pool of qualified applicants as measured in the key outcome measures and will improve the pool of qualified applicants as measured by these outcomes</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies:</p> <p>1. Engage in more visible promotion of the Spanish Literature AP Certificate Program.</p> <p>2. Create more opportunities for teacher professional development in the summer.</p>		<p>08/29/2008 - Other than in the pool for department chair, applicant pools were excellent for AY0708.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>10/01/2008 - Applied linguistics search members reviewed origins of applications from among the four publications for advertisements used in 0708 and has recommended use of two from which the majority of qualified applicants came. Department search committees will continue to use quality publications for</p>
<p>Dept - English - Access to Inter-American and Global Perspectives - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11 5.A. The Department of English will establish a systematic methodology for the collection, reporting and benchmarking of the key</p>	<p>Assessment Method: Monitor key indicators and compare figures for 2007-2008 against the previous year to determine if there has been an overall increase in the key outcome measures</p> <p>Criterion for Success: Increase the number of indicator activities</p>	<p>08/29/2008 - Data not available to compare from AY0607. AY0708 information: a. 1, b. 9 ENG majors, c. 1 fulbright, 2 led international exchanges, d. for English dept. not associated with Festiba, Pan American Days, International Week or HESTEC = 1, e. f. 3. COURSES offered abroad = ENGL 1302(5), 2300(8) (Spain) 2313(4),</p>	<p>10/01/2008 - Use 0708 as base year for 0809 and following to compare information on criteria for success.</p>

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<p>access to inter-American and global perspectives and will enhance access to inter-American and global perspectives as measured in these outcomes.</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies: 1. Strengthen active international partnerships (China, France, Mexico) and build new partnership in key regions (Brazil, Spain). 2. Encourage faculty involvement in Fulbright opportunities. 3. Explore new mechanisms to increase funding for international presentations. 4. Address cultural diversity throughout the curriculum.</p>	<p>as compared to the baseline data for 2006-2007:</p> <p>a. number of active international partnerships that yield instructional, research or service benefits to the institution and its faculty</p> <p>b. number of students who study abroad for either credit or non-credit.</p> <p>c. number of faculty with international experiences through Fulbright or similar faculty experiences</p> <p>d. number of visiting international scholars</p> <p>e. number of international presentations</p> <p>f. number of courses/ special programs addressing cultural diversity issues in the curriculum</p>	<p>3320(8), 6360(2) (London) Comparison unavailable.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	
<p>Dept - English - Optimization of Course Offerings - Systematic Methodology - INCORPORATED ELSEWHERE FOR 09-11:6.A. The Department of English will establish a systematic methodology for collecting, reporting, and benchmarking of key outcome measures for optimizing course offerings and will improve the optimization of course offerings as measured by these outcomes.</p> <p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p>		<p>08/29/2008 - Data not yet available.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>08/29/2008 - New interim chair will address this issue with faculty sub-committees by discipline.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Strategies:</p> <ol style="list-style-type: none"> 1. Prepare a two-year schedule of course offerings by January 2008. 2. Systematically monitor course enrollments throughout the enrollment season. 			
<p>Dept - English - Recruitment and Retention of Quality Faculty - Sytematic Methodology - INCORPORATED ELSEWHERE FOR 09-11 6.B. The Department of English will establish a systematic methodology for the collection, reporting, and benchmarking of key outcome measures related to recruitment and retention of quality faculty and will increase the recruiting of qualified faculty as measured by these outcomes.</p>	<p>Assessment Method: Review the data for the measurable outcomes for this objective and determine if all criteria have been met.</p> <p>Criterion for Success: Increase the number of new to UTPA tenured/tenure track faculty who remain for 5 years.</p>	<p>08/29/2008 - Data not yet available for five years. There were no tenure-track faculty who moved away from the English department at UTPA from 0708 to 0809.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	<p>10/01/2008 - Interim chair will continue to monitor the situation and has set up a planning committee to consider measurable outcomes for this objective.</p> <hr/>
<p>Outcome Types: Administrative - Fiscal Year 2008</p> <p>Start Date: 06/01/2007</p> <p>End Date: 05/31/2008</p> <p>Outcome Status: No Longer Desired</p> <p>Strategies:</p> <ol style="list-style-type: none"> 1. Participate in the Provost's Office New Faculty Support Program. 2. Develop standard professional development meetings between faculty members and chair (2 times per year). 			