

Administrative and Educational Support Report*

PhD Program

Annual Action Plan Annual Assessment Report

June 2007 – May 2008

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



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

Unit: **Ph.D. in Business Administration 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: Marc W. Simpson

Unit Mission: The mission of the Ph.D. Program at The University of Texas-Pan American is to provide South Texas with a high quality graduate business educational program comparable to the leading regional business education institutions in the nation. Educational excellence is enhanced by faculty engaged in research and creative activity as well as professional service to the profession, the community, and the University.

UTPA Goal: 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 Office will support the Colleges (and departments) to establish a systematic methodology for the collection, reporting, benchmarking, and improving continuance as measured in the key outcome measures associated with student in continuance degree programs.

College/AVP Objective: 1.A. The CoBA will develop and implement a systematic plan for collecting, reporting, benchmarking and continuously improving key outcome measures of student continuance in business degree programs.

Unit Objective (CoBA)	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
The Ph.D. Program will develop and implement a systematic plan for collecting, reporting, benchmarking and	Increase Ph.D. students' 4-year graduation rate by 2 percent by the end of the 2007-08 academic year.	To improve graduation, retention, and persistence rates, the Ph.D. Program will 1) Develop a	The Ph.D. Program will prepare a report that summarizes, analyzes, and evaluates the information. The report will be presented to the Dean by April 15 th 2008. The	One additional graduate assistant to assist in assessing and tracking student progress.

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

Unit Objective (CoBA)	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
continuously improving key outcome measures of student continuance in business degree programs.	.	recommended 2-year plan of studies for students in each major, that will allow student to complete necessary course work in two years. 2) All will attend a mandatory Ph.D. orientation that will educate students about their degree plan and model schedule to follow. 3) Encourage students to take 12 credit hours per semester rather than 9.	Director of the Ph.D. Program and the Dean will meet to determine the effectiveness of the strategies in meeting targets and develop new target rates and new strategies, if needed by June 1 st , 2008.	

UTPA Goal:

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

Academic Affairs Objective:

2.A. The Provost Office will support the Colleges (and departments) to establish a systematic methodology for the collection, reporting, benchmarking, and to improve the production and dissemination of scholarly and creative works as measured in the key outcome measures.

College/AVP Objective:

2.A. The CoBA will develop and implement a plan for collecting, reporting, benchmarking, and improving the production and dissemination of scholarly and creative works.

Unit Objective (CoBA)	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
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Annual Action Plan June 1, 2007–May 31, 2008

Unit Objective (CoBA)	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
<p>The Ph.D. Program will develop and implement a plan for the collecting, reporting, benchmarking, and improving the production and dissemination of scholarly and creative works.</p>	<p>By May 2008, have at least 10 faculty-student papers submitted and published in a conference proceedings as well as journal outlet.</p>	<p>The Ph.D. Program will ask faculty teaching Ph.D. Classes to identify excellent student papers and mentor them for submission to conferences as well as journals.</p> <p>Research assistantships will be assigned to faculty for research, especially those that has a demonstrated record of mentoring and co-authoring with students.</p> <p>The Ph.D. Program will offer a “Ph.D. Student Mentor of the Year” Award and “Ph.D. Student Research Award.”</p>	<p>The Ph.D. Program will examine the number of publications and presentation by Ph.D. faculty and students by April 15, 2007. Results will be used to amend resource allocations and target numbers or strategies for the subsequent year.</p> <p>Include student mentoring as a criteria in the Annual Merit assessment document.</p> <p>The Ph.D. Program will make the award before May 15th 2008 and create a certificate or plaque that will allow the listing of the name of each year’s “Ph.D. Student Mentor of the Year” Award and “Ph.D. Student Research Award.”</p>	<p>\$1,000 for research award, plaque and awards ceremony.</p>

UTPA Goal:

Enhance UTPA’s engagement with the community to meet 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 offerings as measured in the key outcome measures.

College/AVP Objective:

3.A. The College will develop and implement a plan for collecting, reporting, benchmarking, and improving the number of credit and non-credit course offerings.

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

Unit Objective (CoBA)	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
The Ph.D. Program will develop and implement a plan for collecting, reporting, benchmarking, and improving the number of credit and non-credit course offerings.	The Ph.D. Program will increase the number of credits generated by doctoral courses.	The Ph.D. Program will encourage students to take 12 credit hours a semester rather the current standard of 9 credits per semester.	The increase in the number of SCH generated and the revenue generated will be examined by the Ph.D. Program by May 15 th 2008.	None

UTPA Goal:

Optimize institutional effectiveness and efficiency consistent with high quality organizational 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 offerings through careful planning as measured in the key outcome measures.

College/AVP Objective:

6.A. The CoBA will develop and implement a plan to collect, report, benchmark and optimize course offerings.

Unit Objective (CoBA)	Measurable Outcomes and Criteria for Unit Objective	Strategy(ies) to Achieve Unit Objective	Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
The Ph.D. Program will develop and implement a plan to collect, report, benchmark and optimize course offerings.	A 2-year schedule of Ph.D. course offerings will be developed for students each January.	The Ph.D. Program will work with Department Chairs to monitor and coordinate proposed course schedules and encourage the development of a two-year schedule of course offerings by January 2008.	Two-year schedules will be published each January.	None

AES FY08 Assessment Results Report

UTPA

Dept - PhD Program

Unit Mission: The mission of the Ph.D. Program at The University of Texas-Pan American is to provide South Texas with a high quality graduate business educational program comparable to the leading regional business education institutions in the nation. Educational excellence is enhanced by faculty engaged in research and creative activity as well as professional service to the profession, the community, and the University.

Unit Head: Andre Mollick

College: College of Business Administration

Division: Division of Academic Affairs

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Dept - PhD Program - Degree Programs - Systematic Methodology - The Ph.D. Program will develop and implement a systematic plan for collecting, reporting, benchmarking and continuously improving key outcome measures of student continuance in business degree programs.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2007</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: 1. To improve graduation, retention, and persistence rates, the Ph.D. Program will Develop a recommended 2-year plan of studies for students in each major, that will allow student to complete necessary course work in two years. All will attend a mandatory Ph.D. orientation that will educate students about their degree plan and model schedule to follow. Encourage students to take 12 credit hours per semester rather than 9.</p>	<p>Assessment Method: The Ph.D. Program will prepare a report that summarizes, analyzes, and evaluates the information. The report will be presented to the Dean by April 15th 2009. The Director of the Ph.D. Program and the Dean will meet to determine the effectiveness of the strategies in meeting targets and develop new target rates and new strategies, if needed by June 1st, 2009.</p> <p>Criterion for Success: Increase Ph.D. students' 4-year graduation rate by 2 percent by the end of the 2008-09 academic year.</p>	<p>10/15/2008 - This plan has not been implemented yet. We are still with the 2 and a half years of coursework completion, which implies an average of 3 courses per semester. We had, however, 15 dissertation defenses during the AY 2007-2008, which substantially helped graduation rates. Students who were in the the more senior years of the program defended more dissertations than the historic average.</p> <p>Result Type: Inconclusive</p> <p>Next Step: Continue Current Strategy(s)</p>	

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Dept - PhD Program - Scholarly Productivity - Systematic Methodology - The Ph.D. Program will develop and implement a plan for the collecting, reporting, benchmarking, and improving the production and dissemination of scholarly and creative works.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2007</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: 1. The Ph.D. Program will ask faculty teaching Ph.D. Classes to identify excellent student papers and mentor them for submission to conferences as well as journals. 2. Research assistantships will be assigned to faculty for research, especially those that has a demonstrated record of mentoring and co-authoring with students. 3. The Ph.D. Program will offer a ?Ph.D. Student Mentor of the Year? Award and ?Ph.D. Student Research Award.?</p>	<p>Assessment Method: The Ph.D. Program will examine the number of publications and presentation by Ph.D. faculty and students by end of May, 2009. Results will be used to amend resource allocations and target numbers or strategies for the subsequent year.</p> <p>Include student mentoring as a criterion in the Annual Merit assessment document.</p> <p>Criterion for Success: By end of May 2009, have at least 10 faculty -student papers submitted and published in a conference proceedings as well as journal outlet.</p>	<p>10/15/2008 - Over the past AY 2007-2008 and with information submitted until today from the Ph.D. students, our students had 7 journal articles published or accepted for publication, 2 publications in conference proceedings, and 28 presentations in conferences. We have achieved the goals set for this intended outcome.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p> <hr/> <p>08/19/2008 - Over the past AY 2007-2008 and with information submitted until now from the students to the Ph.D. director, our Ph.D. students had 7 journal articles published or accepted for publication, 28 presentations in conferences, and 2 publication in conference proceedings. We have achieved the goals set for this intended outcome.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Add New Strategy</p>	<p>08/19/2008 - hi</p> <hr/>
<p>Dept - PhD Program - Credit and Non-credit Course Offerings - Systematic Methodology - The Ph.D. Program will develop and implement a plan for collecting, reporting, benchmarking, and improving the number of credit and non-credit course offerings.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date:</p>	<p>Assessment Method: The increase in the number of SCH generated and the revenue generated will be examined by the Ph.D. Program by end of May, 2009.</p> <p>Criterion for Success: The Ph.D. Program will increase the number of credits generated by doctoral courses.</p>	<p>10/15/2008 - The number of SCHs pertained to the Ph.D. program decreased compared to last year. This AY 2008-2009, we ended up admitting 9 students, which was lower than the number of students admitted in the previous year.</p> <p>Result Type: Criterion Not Met</p> <p>Next Step: Continue Current Strategy(s)</p>	

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>06/01/2007</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: 1. The Ph.D. Program will encourage students to take 12 credit hours a semester rather the current standard of 9 credits per semester.</p>			
<p>Dept - PhD Program - Optimization of Course Offerings - Systematic Methodology - The Ph.D. Program will develop and implement a plan to collect, report, benchmark and optimize course offerings.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 06/01/2007</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: 1. The Ph.D. Program will work with Department Chairs to monitor and coordinate proposed course schedules and encourage the development of a two-year schedule of course offerings by January 2008.</p>	<p>Assessment Method: Two-year schedules will be published each January.</p> <p>Criterion for Success: A 2-year schedule of Ph.D. course offerings will be developed for students each January.</p>	<p>10/15/2008 - In coordination with COBA Academic Departments, we are still operating under a semester by semester preparation of course schedules. We of course have a longer term plan that can be discussed with students who come for advisement. It is, however, difficult to establish a 2-year plan because the resources (qualified faculty) are set by the Departments. We need to revise this outcome.</p> <p>Result Type: Criterion Not Met</p> <p>Next Step: Continue Current Strategy(s)</p>	