

Administrative and Educational Support Report

College Access & Support Programs

College Assistance Migrant Program (CAMP)
Educational Talent Search (ETS)

Go Centers

High School Equivalency Program (HEP)

Upward Bound (UB)

Upward Bound Math & Science (UBMS)

June 2004 – May 2005

College Access & Support Program - CAMP

Annual Action Plan **Annual Assessment Report**

June 2004 – May 2005



Annual Action Plan: June 1, 2004–May 31, 2005

Unit: College Access and Support Programs -CAMP

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: Enrollment and Student Services **Unit Head:** Felipe Salinas

Unit Mission: The Department of College Access and Support Programs contributes to the mission of the Division of Enrollment and Student Services at The University of Texas-Pan American by serving select populations of students traditionally underrepresented in higher education. We serve our students by promoting the completion of secondary education, facilitating the acquisition of skills for academic success, and providing post-secondary education access and transition services.

Unit Goal: Provide services to assist individuals to achieve their educational goals.

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
To be more efficient in enhancing academic skills development of CAMP students (1)	2	Tailored curriculum will lead to higher GPA of CAMP students- Increase by 5 % the number of CAMP students obtaining a 2.2 GPA for Fall 2005 semester. Benchmark is 63% in Fall 2003	<ul style="list-style-type: none"> Improve the one-on-one tutoring component by making it a more structural curriculum. Enrollment in the UNIV 1301. 	Comparison of CAMP college success and UNIV 1301 curriculum.	Training for the staff teaching the UNIV 1301.



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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
To be more efficient in enhancing academic skills development of CAMP students (1)	2	Tailored curriculum will lead to higher GPA of CAMP students- Increase by 5 % the number of CAMP students obtaining a 2.2 GPA for Fall 2005 semester. Benchmark is 63% Fall 2003	Compared CAMP college success and UNIV 1301 curriculum.	Comparison revealed overlap. CAMP staff realized the potential of increasing academic performance with the UNIV1301course.	CAMP Staff assisted in enrolling CAMP students in the UNIV 1301 course for the academic year FY05 and assisted with team teaching of the course.

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: None. As a 100% Federal grant-funded program, CAMP expects level funding for FY06.

College Access & Support Programs - ETS

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Unit: College Access and Support Programs – Educational Talent Search

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Unit Goal: Serve as advocates for access to higher education

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Improve post secondary access and enrollment (1)	1,2	A minimum of 65% of the ETS graduating seniors will enroll in the PSI of their choice. They will be offered preparation for entrance exams and receive information on entrance requirements and TSI exemptions. Overall they will have a	<ul style="list-style-type: none"> Minimum of 9 group sessions with ETS Srs. at each target school. Sessions include academic advisement, assistance with admissions applications, THEA & ACT/SAT 	<ul style="list-style-type: none"> High school transcripts, grade reports, ACT/SAT test scores, TAKS scores, Checklist of completed admissions applications, FAFSA completion 	None, the ETS grant is 100% externally funded by the U.S. Department of Education. Level funding is anticipated for FY05

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Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
		better understanding of college entrance process.	applications, Scholarship Searches. <ul style="list-style-type: none"> • Access to computer labs for online FAFSA completion and other college entrance preparations. • Fall Parent Mtgs: session designed for parents of graduating Srs. • Individual sessions as required • Sr. Day Enrichment Activity @ UTPA Campus • Fin Aid Awareness Week Activities for participants and parents • 3 ACT/SAT Test Prep workshops • Individual summer follow ups and contacts 	determined college readiness. TSI exemption standards. Compilation of USDOE Annual Performance Report.	



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Unit: **College Access and Support Programs – Educational Talent Search**

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Unit Goal: Serve as advocates for access to higher education

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Improve post secondary access and enrollment (1)	1,2	Greater number of graduating seniors enrolling in the PSI of their choice due to better preparation on entrance requirements and TSI exemptions and having a better understanding of college entrance process.	<ul style="list-style-type: none"> High school transcripts, grade reports, ACT/SAT test scores, TAKS scores, Checklist of completed admissions applications, FAFSA 	Results of senior class preparedness checklists by high school showed that all students’ areas where students were not up to par for entrance to PSI. Identified juniors and seniors whose ACT/SAT	Recognized that new TSI exemptions and implementation of more rigid entrance requirements at select PSIs would require additional time with seniors and parents to inform them of changes.

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			<p>completion determined college readiness. TSI exemption standards. Compilation of USDOE Annual Performance Report.</p>	<p>scores were short of the new entrance UTPA requirements. Fall 2004 new TSI exemptions were released based on TAKS scores featured partial exemptions for the first time.</p>	<p>Additional information provided to parents during fall parent meetings and incorporated into Financial Aid Awareness Sessions in January 2005</p> <p>Increased the number of ETS contacts with seniors, provided additional summer scholarship and test preparation workshops, facilitated online FAFSA completions by requesting high school computer labs wherever possible for Feb/March sessions.</p> <p>UTPA and STC both hosted special freshman orientation sessions for CASP and TRiO students in April and May 2005 respectively for early advisement and registration.</p>

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: None. As a 100% Federal-funded grant program, ETS expects level funding for FY06.

College Access & Support Programs Go Centers

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Unit: **College Access and Support Programs – Go Centers**

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Division: **Enrollment and Student Services** **Unit Head:** **Felipe Salinas**

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Unit Goal: Serve as advocates for access to higher education

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Improve recruiting process for Collegiate G-Force Members (1)	1,2	Recruit and Hire 15 UTPA college students as G-Force members to 1) help establish Go Centers at local high schools, 2) mentor high school G-Force members, and 3) conduct presentations at local school districts	<ul style="list-style-type: none"> Recruit upper level students from campus leadership organizations and special programs alumni Recruit members at student organization fair and leadership academy 	Review of actual number of recruited students and recruiting process	No additional resources needed for FY05 since program will be in its first year of operation.



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Unit: **College Access and Support Programs – Go Centers**

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Division: **Enrollment and Student Services** **Unit Head:** **Felipe Salinas**

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Unit Goal: Serve as advocates for access to higher education

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Improve recruiting process for Collegiate G-Force Members (1)	1,2	Recruit and Hire 15 UTPA college students as G-Force members to 1) help establish Go Centers at local high schools, 2) mentor high school G-Force members, and 3) conduct presentations at local school districts	Review of actual number of recruited students and recruiting process	Goal was not met: Fall 2004 semester: 11 students Spring 2004 semester: 11 students (We lost many of our fall semester students due to class schedule changes and prior commitments; we had to recruit new members in the Spring semester.)	<ul style="list-style-type: none"> • Changed requirements for students G-Force—start recruiting earlier grade level (freshmen/sophomore year); use leadership and student organization fairs to recruit students. • Defined G-Force as “mentor” program, where duty includes mentoring high school G-Force members and assisting with launch of high school Go Centers. • Created student organization made up of volunteer college students to be available to conduct presentations when needed.

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: Requesting additional \$9,963 for FY06 in the main VOC account to fund additional part-time staff.

College Access & Support Programs - HEP

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Unit: College Access and Support Programs – High School Equivalency Program

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Division: Enrollment and Student Services **Unit Head:** Felipe Salinas

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Unit Goal: Increase retention will enable more students to graduate, and continue at UTPA

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Improve program retention rate of HEP students. (1)	1,2	Increase in # of GED graduates; goal is 65% of total students served.	<ul style="list-style-type: none"> • Closer monitoring of progress on Individual Education Plans and assessment of need for tutoring. • Life Management Skills Retreat early each month to build stronger commitment 	Review of GED Test Scores; # of GED certificates issued.	None – level-funded federal program.

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Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
			<p>of students to program.</p> <ul style="list-style-type: none"> • Earlier post-GED planning with students by Counselor. • Closer monitoring of testing plan for each student to balance readiness for test with success of passing tests. 		



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Unit Goal: Increase retention will enable more students to graduate, and continue at UTPA

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success

Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Improve program retention rate of HEP students.	1,2	Increase in # of GED graduates; goal is 65% of total students served.	Reviewed GED Test Scores; # of GED certificates issued.	(GED scores: 410 is passing; 450 is mastery.) Currently 21 of 47 graduates have an average score of 500+, however, the # of graduates to-date is not at target (currently at 50%).	Closely monitored readiness for GED testing; use of flexible scheduling allowed some students to work part-time while in the program; planned extension of instruction through the month of June 2005. (Note that

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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
					program operates on July 1 through June 30 fiscal and performance reporting year).

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: None. As a 100% Federal-funded grant program, HEP expects level funding for FY06.

College Access & Support Programs - UB

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June 2004 – May 2005



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Unit: College Access and Support Programs – Upward Bound

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Unit Goal: Identify, reach out to, recruit and select individuals who are traditionally underrepresented on post-secondary education.

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success.

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Improve post -secondary enrollment within one year after high school graduation, of Upward Bound Program graduating seniors (1)	1,2	At least 36 graduating high school seniors, that are Upward Bound participants, will be accepted and enrolled in a post-secondary institution within one year of their respective high school graduation date.	<ul style="list-style-type: none"> • Pre-college advising services to seniors. • On-time submission of financial aid and college application forms. • Entrance test preparation workshops. • UB-sponsored 	Review of acceptance letters, transcripts, surveys, self-reports.	UB Counselors making more frequent visits to schools would require additional mileage reimbursement. Scheduling of one additional tutor per school during the school year.

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Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
			Summer Bridge program at UTPA.		



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Unit: **College Access and Support Programs - Upward Bound**

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Unit Goal: Identify, reach out to, recruit and select individuals who are traditionally underrepresented on post-secondary education.

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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Improve post -secondary enrollment within one year after high school graduation, of Upward Bound Program graduating seniors (1)	1,2	At least 36 graduating high school seniors, that are Upward Bound participants, will be accepted and enrolled in a post-secondary institution within one year of their respective high school graduation date.	Review of acceptance letters, transcripts, surveys, self-reports.	For Summer Session I 2004, 51 students graduated from high School through our program and 46 of them enrolled in post-secondary education. 37 of those graduating seniors enrolled at UTPA for the 2004-2005	Offered more intensive and frequent services to high school participants through the program’s counselors and established a stronger bond between the students and post-secondary education.

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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
				academic year.	

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: None. As a 100% Federal grant-funded program, UB expects level funding for FY06.

College Access & Support Programs - UBMS

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Annual Action Plan: June 1, 2004–May 31, 2005

Unit: College Access and Support Programs-Upward Bound Math and Science

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Unit Goal: Identify, reach out to, recruit and select individuals who are traditionally under-represented in post-secondary education.

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success.

Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
Improve the process so that the students who have the most academic need for the Upward Bound Math and Science Services are targeted (1)	3	Better targeting the students who are in need of the academic services.	<ul style="list-style-type: none"> Revise student application to make it more concise and easier to fill. Develop and alter forms to ensure clarity and conciseness when requesting required documentation. 	Selection criteria process, student applications, verifiable income information, statements of income, statements of eligibility.	None.

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Unit Objective (Action Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome for Unit Objective (AA-Measurable Objective)	Strategy(ies) to Achieve Expected Outcomes	Assessment Criteria, Evaluation Methods for Expected Outcome	New Resources Needed in FY05
			<ul style="list-style-type: none"> Schedule meetings w/ target school administrators and counselors to establish and strengthen effective communication and cooperation with schools. 		



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Unit: **College Access and Support Programs-Upward Bound Math and Science**

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Unit Goal: Identify, reach out to, recruit and select individuals who are traditionally under-represented in post-secondary education.

Link to UTPA Goal(s): 1. Ensure undergraduate student access and success.

Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
Improve the process so that the students who have the most academic need for the Upward Bound Math and Science Services are targeted (1)	3	Better targeting the students who are in need of the academic services.	Selection criteria process, student applications, verifiable income information, statements of income, statements of eligibility.	Assessment revealed that better communication with high school counselors will assist in targeting the appropriate students	Strengthened relations, communication, and cooperation between the UBMS Center and our target schools. Revised student application into a more concise and easier to fill format as well as clarifying questions and requests for required

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Unit Objective (Priority: #1 is highest)	Link to UTPA Objective	Expected Outcome	Assessment Criteria, Evaluation Methods	Assessment Results (Use actual data to describe annual performance)	Use of Results (What change was made?)
					information and documentation to ensure a more efficient needs assessment process.

Additional Resources Needed (if any) that were requested for FY06 during the budget cycle: None. As a 100% Federal-funded grant program, UBMS expects level funding for FY06.