

Administrative and Educational Support Report

High School to University Programs & Testing Services

Annual Action Plan Annual Assessment Report

June 2007 – May 2008



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

Unit: High School to University Programs and Testing Services

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 & Student Services **Unit Head:** Connie Rosas-Najera

Unit Mission: Support UTPA's recruitment and enrollment efforts by enhancing the quality and quantity of testing services provided to students and prospective students.

University Goal: Goal 1: Insure Undergraduate Student Access and Success
 Goal 2: Enhance Graduate Education and Research
 Goal 7: Improve UTPA's processes and organizational structure to optimize the delivery of instruction and services to students, and maximize utilization of resources.

Division Objective: Goal 1: Insure Undergraduate Student Access and Success
 Goal 3: Improve UTPA's organizational effectiveness

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
1. Provide Testing services to both undergraduate and graduate students requiring testing for admission and placement purposes.	<ul style="list-style-type: none"> Obtain 12 monthly reports that detail the various tests provided and YTD totals. Provide entering and transfer students a brochure on institutional scheduled test dates. Provide brochure on graduate entrance 	Increase the total number of examinations per year by 5%.	<ul style="list-style-type: none"> Obtain Testing Companies' feedback and annual reports. 	<ul style="list-style-type: none"> Secure funding for testing materials and supplies. Renew testing contracts on an annual basis to secure UTPA as a test site and agree to the

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
	<p>exams offered at UTPA.</p> <ul style="list-style-type: none"> • Provide training for testing personnel on an annual basis. • Provide up-to-date testing information for the Testing web-site. • Provide the Testing staff with access to SIS screens (view only). • Utilize larger on-site rooms to accommodate demand during peak periods for Testing. 			<p>testing standards set forth.</p> <ul style="list-style-type: none"> • Confirm campus room reservations 6 mos. in advance to reserve 400 to 600 seating capacity. • Secure funding to host training sessions for testing personnel.
<p>2. Support Academic Affairs and ESS by providing Credit by examination program, CLEP.</p>	<ul style="list-style-type: none"> • Obtain 12 monthly reports that detail the total number of exams and look at YTD totals. • Provide students a brochure on CLEP information, registration, CLEP policy, and CLEP credit taken at UTPA. • Provide annual report to ESS VP on the success of program, participant demographics, and breakdown of college credit provided at UTPA. 	<p>Increase the total number of examinations per year by 5%, and obtain the number of exams passed with a score of 50 or higher.</p> <p>Obtain report by Registrar to look at total number of awarded credit by UTPA.</p>	<ul style="list-style-type: none"> • Obtain examinee feedback on testing services evaluation form. • Obtain Testing Companies' feedback and annual reports. 	<ul style="list-style-type: none"> • Renew testing contracts on an annual basis to secure UTPA as a test site and agree to the testing standards set forth.
<p>3. Review ACT reports that demonstrate year to date totals to obtain potential undergraduate pool of prospective entering freshman</p>	<ul style="list-style-type: none"> • Obtain 6 ACT reports annually that demonstrate examinee's choice in UTPA in six national exam dates. • Provide information to projection and 	<p>Provide information to projection and enrollment committee, admissions, and Office of Registrar.</p> <p>The average of 6 % is</p>	<p>Obtain Testing Companies' feedback and annual reports.</p>	<ul style="list-style-type: none"> • None

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	<p>enrollment committee, admissions, and Office of Registrar.</p>	<p>seen in the application pool in the last four years from the total state numbers.</p>		
<p>4. Provide outreach testing services to the South Texas Region by administering ACCUPLACER or QTHEA examinations.</p>	<ul style="list-style-type: none"> • Obtain 12 monthly reports that detail the various tests provided, identify high schools and YTD totals. • Promote program by providing brochure on outreach services available to high schools for QTHEA and ACCUPLACER. • Administer fewer institutional testing with larger seating capacity to free up more time to schedule outreach testing at the high schools. 	<p>Increase outreach testing by 5% over last year.</p>	<ul style="list-style-type: none"> • Obtain examinee feedback on testing services evaluation form. • Obtain Testing Companies' feedback and annual reports. 	<ul style="list-style-type: none"> • Secure funding for outreach testing coordinator's travel.
<p>5. Provide Computer based testing to professional community members in teacher certification, IT certification, and licensure.</p>	<ul style="list-style-type: none"> • Obtain 12 monthly reports that detail the various tests provided. • Advertise in local newspapers, colleges and universities billboards, and inform organizations that work with IT certification. 	<p>Increase CBT testing by 5% over last year.</p>	<ul style="list-style-type: none"> • Obtain examinee feedback on testing services evaluation form • Obtain Testing companies' feedback and annual reports. 	<ul style="list-style-type: none"> • Secure funding from test honoraria • Secure testing contracts for professional testing • Maintain professional development and certification of testing specialists.

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Unit Mission: Promote educational excellence in public school districts by providing programs, services and activities to encourage students to pursue the highest levels of academic achievement in preparation for college and beyond. More specifically, Concurrent Enrollment initiative is to allow academically talented high school juniors and seniors to enroll in University courses and receive college credit.

University Goal: Goal 1: Provide students with a quality educational experience that enable them to complete their educational goals in a timely fashion.
 Goal 3: Collaborate with K-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education.
 Goal 6: Optimize institutional effectiveness and efficiency consistent with high quality organizational standards.

Division Objective: Goal 1: Insure Undergraduate Student Access and Success
 Goal 3: Improve UTPA's organizational effectiveness

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
1. Revision of Interlocal Cooperation Act Contract	<ul style="list-style-type: none"> Meetings and discussion will be held with ESS administrators to determine necessary changes 	<ul style="list-style-type: none"> Have a completed contract to present and implement with currently participating school districts for Summer I 2008 and beyond 	Key issues to address with administrators: <ul style="list-style-type: none"> Dual credit ITV - school distance, time factors, separate agreement Online courses Billing date Cost Special programs or projects 	<ul style="list-style-type: none"> Assistance will be requested from ESS Administrators, UT System and legal staff, THECB, UTPA Comptrollers Office Assistance will be needed from school districts Collaborate with UTPA accountant from Comptroller's office on status of payment for each school district within 30 days and look at outstanding balances, as well as monitor non-resident issues.
2. Benchmark outreach efforts for future comparison	<ul style="list-style-type: none"> Track visits, presentations, and other outreach efforts with 	<ul style="list-style-type: none"> Make 2 contacts per year with contracted schools 	Outreach report: <ul style="list-style-type: none"> Contacts made Mileage and sites visited 	<ul style="list-style-type: none"> Secure funds for CE program: salaries, travel, professional

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
	<ul style="list-style-type: none"> creation and maintenance of spreadsheet/database Establish contact with each contracted school Invite counselors and administrators from contracted school districts as well as other educational programs (i.e., ETS, UBP, VOC, MDP) 	<ul style="list-style-type: none"> An outreach summary will be developed based on tracking system 	<ul style="list-style-type: none"> Materials distributed Presentation evaluations 	<ul style="list-style-type: none"> development, and operating of \$150,000. Assistance will be needed from school districts
3. Increase number of approved applications being processed	<ul style="list-style-type: none"> Monitor application submission and increase outreach efforts to schools with low participation Expand efforts to follow up with students with incomplete applications 	<ul style="list-style-type: none"> A 5% increase in the number of applications processed will be seen compared to last year. 	Report will include: <ul style="list-style-type: none"> # of applications approved # of applications denied # of incomplete applications 	<ul style="list-style-type: none"> Assistance will be needed from Admission's and Registrar's Offices to process applications Assistance will be needed from school districts
4. Increase enrollment with partnered high schools	<ul style="list-style-type: none"> Monitor enrollment on a semester by semester basis and increase outreach efforts at schools with low participation 	<ul style="list-style-type: none"> A 5% increase in enrollment will be seen as compared to last year. Enrollment data will be evaluated for increase and or decline # of students being advised will be monitored 	<ul style="list-style-type: none"> Enrollment data based on enrollment reports provided by Admission's and Registrar's Offices Report will be created tracking students approved versus students registered 	<ul style="list-style-type: none"> Assistance will be needed from Admission's and Registrar's Offices to process applications and provide data Assistance will be needed from school districts
5. Provide an analysis of student success	<ul style="list-style-type: none"> Data will be evaluated to gauge success of CE students 	<ul style="list-style-type: none"> An analysis will be produced reflecting a comparison between overall UTPA students and CE students 	Data to be reviewed will provide: <ul style="list-style-type: none"> Grade analysis on all courses and course-based Matriculation of SF to EF students Retention of SF students 	<ul style="list-style-type: none"> Assistance will be needed from OIRE and Registrar's Office to provide data

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
<p>6. Provide an analysis of student success in distance learning courses</p>	<ul style="list-style-type: none"> Data will be evaluated to gauge success of CE students taking distance learning courses Surveys from schools will be evaluated to determine course and time offerings for a two-year time frame 	<ul style="list-style-type: none"> An analysis will be produced reflecting a comparison between overall UTPA students, CE students in general, CE students taking ITV classes and CE students taking online courses 16 ITV courses will be offered per year; preference of 8 each per fall and spring Survey regarding ITV course offerings will be utilized 	<ul style="list-style-type: none"> Graduation rate of CE students from UTPA with GPA <p>The following will be considered in assessing this objective:</p> <ul style="list-style-type: none"> Grade analysis of students taking ITV and online courses Survey from schools regarding ITV course and time offerings; two-year plan 	<ul style="list-style-type: none"> Assistance will be needed from OIRE and Registrar's Office to provide data Assistance will be needed from academic departments, CDL, Video Resources, R25/S25, school contacts, Region One ESC technology to arrange classes Monies will be encumbered for faculty stipends Additional funding may be needed for technology if new sites are brought on board Assistance will be needed from school districts
<p>7. Provide room and board scholarships and analyze success of participants with CE Summer Housing Program</p>	<ul style="list-style-type: none"> Outreach efforts will focus on schools with students meeting eligibility requirements for program Data will be evaluated to gauge success of CESHP participants 	<ul style="list-style-type: none"> 30 room and board scholarships will be awarded An analysis will be produced reflecting a comparison between overall UTPA students, CE students in general, and CESHP participants 	<p>Data to be reviewed will provide:</p> <ul style="list-style-type: none"> Grade analysis of CESHP participants Matriculation of CESHP students and matriculation of overall CE students during fall term following high school graduation Graduation rate of students from UTPA having participated 	<ul style="list-style-type: none"> Assistance will be needed from Residence Life, Auxiliary Services, and Student Business Services Assistance will be needed from OIRE and Registrar's Office to collect data

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		<ul style="list-style-type: none"> • 100 posters will be printed and distributed to schools in early Spring of each year. 	through CESHP, CE in general, and overall UTPA students <ul style="list-style-type: none"> • CE will survey students regarding their satisfaction of program 	<ul style="list-style-type: none"> • Secure \$35,000 for room and board scholarships, hire of 2 RA's, and operating.
8. Integrate CE processes with Banner system to improve on registration and advisement processes and pursue other opportunities for enhancement.	<ul style="list-style-type: none"> • Meet with New Students system analyst and other UTPA departments to clarify and improve on policies and procedures. • Attend Banner Trainings and pilot test processes for CE • Implement Banner system to maintain CE 	<ul style="list-style-type: none"> • Migrate to Banner system in 2008. • Data and feedback will be compiled to evaluate possible changes • Reports will be provided to AVPESS to monitor progress 	Banner system will manage: <ul style="list-style-type: none"> • CE admission requirements • TSI requirements • Time constraints and deadlines • Advisement • Student transcript • CE reports Evaluate user friendly technology and provide feedback to system analyst	<ul style="list-style-type: none"> • Discussion on CE processes with System analyst • Pilot test banner components to manage CE profiles • Implement Banner with ongoing CE procedures • Train CE staff on Banner
9. Produce promotional video for CE.	<ul style="list-style-type: none"> • Meet with UR or IT in creating, directing, and producing video. • Promote video at schools, CE website, and have available for students. 	<ul style="list-style-type: none"> • Make 100 copies on DVD to give to school districts, students, or counselors. 	Obtain participant feedback on video via evaluations or focus group	<ul style="list-style-type: none"> • \$2000 to produce video and purchase of DVDS • Obtain returning CE students to act in video • Mail video to schools and instruct on the use of the video • Add video to CE website as a training tool for students or counselors.

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Unit Mission: An initiative of the Texas Business and Education Coalition, Texas Scholars encourages secondary students to enroll in challenging courses and to graduate under the recommended high school program or higher.

University Goal: An initiative of the Texas Business and Education Coalition, Texas Scholars encourages secondary students to enroll in challenging courses and to graduate under the recommended high school program or higher.

Division Objective: Goal 1: Insure Undergraduate Student Access and Success

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
1. Make available Texas Scholars Medallions to RGV School Districts	<ul style="list-style-type: none"> • Create and mail out order forms to superintendents of RGV school districts for Texas Scholars medallions in January with March deadline. 	<ul style="list-style-type: none"> • Provide TS medallions to all RGV schools submitting a request form. • Provide a list of schools purchasing medallions and tally number of medallions ordered. 	<ul style="list-style-type: none"> • Order forms • Invoice schools • Generate funds from invoices and reconcile Texas Scholar, Project No. 21TSCH000. 	<ul style="list-style-type: none"> • Purchase 12,000 medallions for Spring 2008 at \$1.25 each, an estimate of \$15,000 is needed (go for bids). • Increase the fee charged to schools from \$.75 to \$1.50 for each medallion to defray increase in medallion and supplies cost. • Purchase supplies to wrap and complete bulk orders for schools. • Hire temp staff to assist in filling medallion orders.

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Unit Mission: Support the efforts of South Texas school districts to increase student participation by training new and returning educators in the Advanced Placement Summer Institutes.

University Goal: Goal 3: Collaborate with K-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education.
 Goal 6: Optimize institutional effectiveness and efficiency consistent with high quality organizational standards.

Division Objective: Goal 1: Insure Undergraduate Student Access and Success
 Goal 3: Improve UTPA's organizational effectiveness

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
<p>1. Offer at least 25-30 AP Summer Institutes in various College Board subject areas annually.</p>	<ul style="list-style-type: none"> • Attend College Board Summer Institute Directors' Meeting in October and sign <i>Summer Institute Endorsement Agreement</i> and return to SWRO. • Schedule 2008 APSI for two or three weeks in summer of 2008. • Contact and secure APSI consultants by November 2007 and mail 2008 APSI list to SWRO in Feb. • Prepare marketing of the AP Summer Institutes by via brochure and web site among school districts. Conduct massive mail out of letters and brochures to past 	<p>Train 450-550 teachers in AP and Pre-AP topics each summer.</p>	<ul style="list-style-type: none"> • College Board's AP Summer Institutes Event Evaluation Form will provide feedback from participants about the overall quality of the event (i.e. registration, facility, food and beverage, event materials and presenter). • Faculty evaluation form will provide feedback from the consultants on participants' participation, institute content, housing accommodations, facility needs, instructional supplies and materials, guest speakers, and the APSI staff. • Look at the yearly stats that Collegeboard provides on the student's performance in South Texas. 	<ul style="list-style-type: none"> • Secure funding for consultants stipends, travel, & meals. • Secure funding for three luncheons, participants' conference bags, books, T-shirts, and mugs. Also purchase supplies and materials needed by consultants. • Reserve classrooms to host institutes. • Secure funding to hire part-time staff to assist with the summer institutes. • Two weeks after conclusion of APSI, follow-up on participant

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Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
	<p>AP participants, school districts, and region GT program.</p> <ul style="list-style-type: none"> • Make university arrangements for food catering, room reservations, work orders, hire temp. AP staff, and make travel arrangements for consultants. • Within one month before institute, place book orders for AP subject packets from FedExKinko's Docstore. Also order AP vertical team guides for all pre-AP sessions from separate order form provided by SWRO. 			<p>and consultant evaluations, submit participant rosters electronically to SWRO, submit AP Participant totals form to the SWRO, and submit AP Consultant summary form to SWRO.</p>

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Unit Mission: Support the efforts of South Texas school districts to provide educators with continuing education in the Educator Training Program, as well as to provide substitute training to the community.

University Goal: Goal 3: Collaborate with K-12 schools to enlarge the pool of applicants who are personally prepared and academically qualified for higher education.
Goal 6: Optimize institutional effectiveness and efficiency consistent with high quality organizational standards.

Division Objective: Goal 1: Insure Undergraduate Student Access and Success
Goal 3: Improve UTPA's organizational effectiveness

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY07
1. Offer at least 10 "special topic" training opportunities for professional educators on an annual basis.	<ul style="list-style-type: none"> Contact and secure consultants. Schedule 5-7 workshops per semester. Conduct break-even analysis to set up the course file and begin the RSVP for each workshop. Promote professional development workshops via brochure and web site to school districts and past participants. 	Train at least 400 teachers in special topic areas for 2008.	Training for Educators evaluation forms will be used to assess the effectiveness of training programs and solicit suggestions for future training events.	<ul style="list-style-type: none"> Secure funding for consultants stipends, travel, meals. Reserve class rooms. Plan and prepare for workshop activities (materials/supplies). At end of workshop, complete paperwork and review evaluation forms.
2. Offer at least 13 Substitute Teacher Certificate Courses on an annual basis.	<ul style="list-style-type: none"> Contact and secure consultants for 2008. Schedule 7 workshops per semester. Promote Substitute training course via brochure and web 	Train a number of substitutes according to the following: <ol style="list-style-type: none"> Minimal of 30 participants x 13 = 390 participants/year. Middle of 50 participants x 13 = 	The evaluation form will be used to assess the effectiveness of the Substitute Teacher Certificate Course and the performance of instructors.	<ul style="list-style-type: none"> Secure funding for consultants stipends. Reserve class rooms. Plan and prepare for workshop activities (materials/suppli

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	<p>site to school districts.</p> <ul style="list-style-type: none"> Conduct break-even analysis to set-up the course file and begin the RSVP for each workshop 	<p>650 participants/year 3. Maximum of 80 participants x 13 = 1,040/year.</p>		<p>es).</p> <ul style="list-style-type: none"> At end of workshop, complete paperwork and review evaluation forms.

FY08 AES Assessment Results Report

UTPA

Admin - High School to University Programs and Testing Services

Unit Mission: Supporting the University's effort to increase access to higher education, High School to University Programs and Testing Services is designed to encourage public school students to pursue the highest levels of academic achievement in preparation for college and beyond. The department offers both on-campus and distance learning Concurrent Enrollment opportunities for academically talented high school juniors and seniors, sponsors Advanced Placement Summer Institute training for AP and Pre-AP teachers in collaboration with the College Board, presents in-service training on current topics for educational professionals, certifies substitute teachers for a number of area school districts and promotes the Texas Scholars initiative in high schools throughout the Rio Grande Valley. Additionally, Testing Services assists with recruitment and enrollment effort by enhancing the quality and quantity of testing services provided to students and prospective students.

Unit Head: Connie Rosas-Najera

Division: Division of Enrollment and Student Services

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Admin - High School to University Programs and Testing Services - Total number of examinations - We will provide Testing services to both undergraduate and graduate students requiring testing for admission and placement purposes.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 09/01/2008</p> <p>End Date: 08/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies:</p> <ol style="list-style-type: none"> 1. Obtain 12 monthly reports that detail the various tests provided and YTD totals. 2. Provide entering and transfer students a brochure on institutional scheduled test dates. 3. Provide brochure on graduate entrance exams offered at UTPA. 4. Provide training for testing personnel on an annual basis. 5. Provide up-to-date testing information 	<p>Assessment Method: Obtain Testing Companies' feedback and annual reports.</p> <p>Criterion for Success: Increase the total number of examinations per year by 5%.</p>	<p>10/13/2008 - An increase was seen in the total number registered and tested. A total of 17,732 examinees were present and who tested at UTPA. This is an increase of 8% over last year. While the number registered showed an increase of 11% over last year. This is attributed to institutional testing and the national test date administrations. See attached document on number registered and number present; as well as testing trends between 2002-2008.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified Presently there are 6 FTEs responsible for day to day in testing activities and no vacancies.</p> <p>Resources Needed - Maintenance & Operation: \$42,000 estimated cost for work orders on custodial services, print shop requests, supplies, and testing fees.</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel:</p>	<p>10/13/2008 - The number tested at UTPA is an indicator on the demand of students utilizing testing services for access to UTPA, use of credit by examination to advance on degree plans, use of testing for entrance requirements for undergraduate or graduate programs, and for certification purposes.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>for the Testing web-site as per testing contracts (ACT, SAT, TExES, PRAXIS, TExES/EXCET, THEA, and I.TOEFL).</p> <p>6. Provide the Testing staff with access to SIS screens (view only).</p> <p>7. Utilize larger on-site rooms to accommodate demand during peak periods for Testing.</p>		<p>\$500 estimated cost for in valley travel for outreach coordinator and others to assist with testing at the high schools or errands on-campus.</p> <p>Resources Needed - Wages: \$7000 estimated cost for testing personnel for administering TExES Rep exam, emergency ACCUPLACER, QTHEA, ACTR, and work study money for two student employees.</p> <p>Related Documents: Testing Activity 2008.xls</p>	
<p>Admin - High School to University Programs and Testing Services - Credit by Examination Program - We will support Academic Affairs and ESS by providing Credit by examination program, CLEP.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 09/01/2008</p> <p>End Date: 08/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies:</p> <ol style="list-style-type: none"> 1. Obtain 12 monthly reports that detail the total number of CLEP exams and look at YTD totals. 2. Provide annual report to ESS VP on the success of program, participant demographics, and breakdown of college credit provided at UTPA. 	<p>Assessment Method: Obtain examinee feedback on testing services evaluation form.</p> <p>Criterion for Success: Increase the total number of examinations per year by 5%, and obtain the number of exams passed with a score of 50 or higher.</p>	<p>10/13/2008 - A total of 1,063 examinees registered for CLEP and 939 tested with the CLEP exam. This is an increase of %5 over last year.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified None</p> <p>Resources Needed - Maintenance & Operation: None</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: None</p> <p>Resources Needed - Wages: None</p> <p>Related Documents: CLEP Summary of Score Reports 2007-2008.pdf Test Center Volume 6570 on CLEP exams.pdf</p>	<p>10/13/2008 - From the data gathered by College Board affirm criterion met. The 2007-2008 summary of scores reported for UTPA between July 2007 and June 2008, show a 5.28 percent increase on total examination scores for UTPA and an increase of 5.88 in examination scores of 50 or above.</p>
	<p>Assessment Method: Obtain Testing Companies' feedback and annual reports.</p>		

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
	<p>Criterion for Success: Obtain report by Registrar to look at total number of awarded credit by UTPA.</p>		
<p>Admin - High School to University Programs and Testing Services - Outreach Testing Services - We will provide outreach testing services to the high schools from the South Texas Region by administering ACCUPLACER or QTHEA examinations at the high school campus.</p> <p>Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011</p> <p>Start Date: 09/01/2008</p> <p>End Date: 08/31/2011</p> <p>Outcome Status: Active/Ongoing</p> <p>Strategies: 1. Obtain 12 monthly reports that detail the various tests provided, identify high schools and YTD totals. 2. Promote program by providing brochure on outreach services available to high schools for QTHEA and ACCUPLACER.</p>	<p>Assessment Method: Obtain total number of exams, number of examinees, and feedback on testing services evaluation form.</p> <p>Criterion for Success: Increase outreach testing by 5% over last year.</p>	<p>10/13/2008 - In 2008, an increase of 61% was seen over last year because 37 high schools were visited and tested 1509 examinees. In 2007, visited 23 high schools and tested 1095 examinees. Also seen was an increase of 38% in number of examinees tested over last year.</p> <p>Result Type: Criterion Met</p> <p>Next Step: Continue Current Strategy(s)</p> <p>Resources Needed - Classified There are 2 FTE currently employed to administer exam, the Outreach Testing Coordinator and Clerk III</p> <p>Resources Needed - Maintenance & Operation: Purchase of ACCUPLACER test units of \$7/battery x 100=\$700 for FY 2009</p> <p>Resources Needed - Salaries: None</p> <p>Resources Needed - Travel: \$300 for in-valley travel</p> <p>Resources Needed - Wages: None</p>	<p>10/21/2008 - Outreach testing services continues to foster a close relationship with local high schools. It facilitates the assessment of college readiness among high school students to participate in dual enrollment, concurrent enrollment, and entering freshman course placement.</p>
	<p>Assessment Method: Compare in the number of examinations between ACCUPLACER and QTHEA to determine preferred test of choice for testing at the high schools.</p> <p>Criterion for Success: See a trend analysis in the last three years from the inception of the Outreach Testing Program to 2008.</p>	<p>10/13/2008 - With the increase in the number of high schools tested in 2008, 89% of high schools preferred to test with the QTHEA over ACCUPLACER. More noticeably was the marked increase in the number of examinees, 94% of high school students (1,413 examinees) took the QTHEA at the high schools as compared to ACCUPLACER exams (96 examinees).</p> <p>Result Type: Criterion Met</p> <p>Next Step:</p>	<p>10/21/2008 - Assessment of college readiness at the high schools fosters a good working relationship between UTPA and local high schools. There is a cost savings to the high schools and there is more access of testing services offered to the high school students.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
		Continue Current Strategy(s) Resources Needed - Classified None Resources Needed - Maintenance & Operation: \$1500 to purchase ACCUPLACER test units to administer in the high schools Resources Needed - Salaries: None Resources Needed - Travel: \$300 to in valley travel for the outreach testing coordinator Resources Needed - Wages: None	
Admin - High School to University Programs and Testing Services - Computer Based Testing - We will review use of Computer based testing by students, professional community members in various levels such as teacher certification, IT certification, EMT and other licensures. Outcome Types: Administrative - Fiscal Year 2008 Administrative - Fiscal Years 2009 - 2011 Start Date: 09/01/2008 End Date: 08/31/2011 Outcome Status: Active/Ongoing Strategies: 1. Obtain 12 monthly reports that detail the various tests provided in computer based testing. 2. Advertise in local newspapers, colleges and universities billboards, and inform organizations that work with IT certification.	Assessment Method: 1a. Obtain examinee feedback on testing services evaluation form Criterion for Success: Increase CBT testing by 5% over last year.	10/13/2008 - Overall, CBT testing saw a decrease of 2% in the number tested over last year. The top seven areas in CBT include the following categories: ACCUPLACER=1,380, TExES (teacher certification)=1,111, CLEP=939, GRE=712, NREMT=262, GMAT=192 and IT Result Type: Criterion Not Met Next Step: Continue Current Strategy(s) Resources Needed - Classified none Resources Needed - Maintenance & Operation: \$9000 for purchase of ACCUPLACER units and purchase of 4 ETS computers to update. Resources Needed - Salaries: none Resources Needed - Travel: none Resources Needed - Wages: none	10/13/2008 - The number tested in the CBT demonstrate the student demand as it relates to teacher certification purposes, meeting TSI requirements for college readiness for undergraduates via the use of ACCUPLACER, use of GMAT and GRE for graduate courses, see the trends in CLEP for credit by examination, and meeting the community needs as seen in the IT and NREMT exams.

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
	<p>Assessment Method: 1b. Increase number of CBT exams per year. Compare total numbers of exams to last year and look at the trending numbers.</p> <p>Criterion for Success: Obtain Testing Company's information on each of the CBT exams administered at UTPA for promotional reasons.</p>		