

# **Administrative and Educational Support Report**

**Learning Assistance Center**

**Annual Action Plan  
Annual Assessment Report**

**June 2007 – May 2008**



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

**Unit:** Learning Assistance Center (LAC)

**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:** Richard Treviño, Jr.

**Unit Mission:** Advance the understanding of the collegiate experience and develop skills to participate in that experience. Address obstacles that interfere with student progress and increase awareness in academic, personal, and career choices. Promote student fulfillment of degree and program requirements.

**University Goal:** Provide students with a quality educational experience that enables them to complete their educational goals in a timely fashion,

**Division Objective:** Provide incentives, programs, and support services that promote student engagement, empowerment, 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 FY08
Increase number of unduplicated students served by the Tutoring Centers.	Continue outreach to faculty, students, administrators, and the community to promote the awareness of tutorial services. Continue to maintain the high quality of services so that our current users will promote LAC services to	Increase the number of students served (Fall & Spring semesters) in the LAC Tutoring Centers by 2% from 7,519 in FY07 to 7,669 in FY08.	Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in FY08.	None

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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 FY08
	other students.			
Increase number of duplicated student contacts (visits) made by students to the Tutoring Centers.	Continue outreach to faculty, students, administrators, and the community to promote the awareness of tutorial services. Continue to maintain the high quality of services so that our current users will promote LAC services to other students.	Increase the number of student contacts by 2% from 58,881 in FY07 to 60,058 in FY08.	Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in FY 08.	None
Increase number of tutoring attendance hours.	Continue outreach to faculty, students, administrators, and the community to promote the awareness of tutorial services. Continue to maintain the high quality of services so that our current users will promote LAC services to other students.	Increase the number of tutoring contact hours by 2% from 67,887 in FY07 to 69,244 in FY08.	Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in FY 08.	None
Increase number of “special population” students using tutorial services such as Student Athletes.	Contact Athletic Office to provide study period and tutoring services to designated student athlete population that may need that service.	90% of student athletes that are assigned to the Tutoring Center will attend our Learning Centers and be assisted as needed.	Success will be determined if 90% of the assigned (79) athletes attend our Learning Centers and get assistance.	None.
Increase number of staff attending training workshops for Staff Development.	Contact university offices and external associations or agencies that can provide such training.	Full Time staff from all the Learning Centers will attend at least 1 training workshop or conference during FY08.	Success will be determined if Staff from all the Learning Centers attend workshops or conferences.	None.
Tutorial staff will increase faculty contact.	Tutorial Supervisors will be meeting during Fall 2007 to	Staff will track faculty contact on a weekly	Success will be determined if Staff from all the Learning Centers will	None.

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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 FY08
	formalize the tracking for the Spring 2008 semester.	basis and report it on their weekly highlights.	document weekly contact with faculty.	
Establish a tutor training program in all Learning Centers.	Tutorial Supervisors will be meeting during Fall 2007 to formalize workshops offered and which ones can be attended by other areas or to establish general workshops for all student workers.	Each tutoring center will provide at least 2 training sessions per month during the Spring 2008 semester.	Success will be determined if all Learning Centers will have predetermined workshops that will be offered to their student employees during the Spring 2008 semester.	None.
Establish a standing committee to look into the current data collection and reporting process.	Tutorial Supervisors will meet during the Fall 2007 semester to establish a formal committee to evaluate the current data collection and reporting process.	The Tutorial Staff will make a formal report on recommendations for effective data collection and reporting process by March 31, 2008.	Success will be determined if all the Learning Centers' data collection and reporting process can be evaluated during the Spring 2008 and recommendations can be forthcoming during the Summer Sessions..	None.
Establish a unified marketing plan for all Learning Centers.	Tutorial Supervisors will meet during the Fall 2007 semester to evaluate the current promotional materials and methods of delivery.	The Tutorial Staff will make a formal report on recommendations for effective tutoring promotion and advertisement by March 31, 2008.	Success will be determined if the evaluation is completed during the Spring 2008 semester and desired modifications can be implemented.	None.

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**University**

**Goal:** Infuse Inter-American and global perspective throughout the University community.

**Division**

**Objective:** Increase and retain an international student population.

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
Increase enrollment of F-1 students.	Develop plan to increase student satisfaction level	Increase the number of F-1 students enrolled at UTPA by 5%. (Fall and Spring semesters). Enrolled 830 students for FY07. Target for FY08 is 871 students.	Will count the number of students enrolled on 12 <sup>th</sup> class day during fall and spring semesters; enrollment will show an increase of 5% from semester to semester	None
Create an International Student Advisory Committee (ISAC).	Purpose and Policy Statement will be completed by November 1, 2007. Director of OIAS will select students to serve one year terms	Active ISAC by May 31, 2008	ISAC will have at least three meetings by May 31, 2008	None
Have in place a part-time International Student Involvement Coordinator (ISIC)	Will advertise position and develop a marketing plan to promote activities	Have ISIC hired by December 1, 2007	ISIC will have planned and implemented 4 international student activities by May 31, 2008	None
Complete Banner Implementation for UG International Admissions by May 31, 2008	Staff will be trained. Clerks will spend time each week working with UG Admissions processing applications	Staff will be completely trained and functioning in Banner by January 1, 2008	All Fall 2008 admission application processes will be done only in Banner by January 1, 2008	None
Complete FsaAtlas implementation	Transition to FsaAtlas	All immigration data will be loaded and maintained in FsaAtlas except as required by SEVIS RTI	Completed migration by May 31, 2008	None
Increase participation of international students in planned activities	Survey international students for input on activities. Semester	Will have sign up sheet at all activities; participation will show an	Student participation will have increased to an average of at least 12 students per activity	None

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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 FY08
	activities calendar will be developed for international activities to be distributed at beginning of semester. Develop a marketing plan to promote activities	increase of 20% average of all semester activities.		
Collaborate with Office of International Programs (OIP) in the planning and implementation of campus events for FY08	Staff of OIAS will meet with staff of OIP to develop strategy	OIAS & OIP will collaborate in at least two activities for FY 08	OIAS & OIP will have collaborated in at least two campus events by May 31, 2008	None
Collaborate with community-based groups for activities to encourage community interaction	OIAS will contact community-based groups for service project, event, or activity	Students will participate in 2 community service project, event, or activity	Students will have participated in 2 service project, event, or activity by May 31, 2008	None
Have 3 trained staff in OIAS to assist students in immigration procedures, policies. Regulations, and SEVIS reporting	Administrative assistant and clerk III will attend 8-hour NAFSA Professional Development Workshop on immigration procedures, policies. Regulations, and SEVIS reporting Director will mentor staff	Administrative Assistant and Clerk III will attend at least 1 NAFSA Workshop training class during FY08.	Staff will have attended at least one Professional Development Workshop by May 31, 2008	None
Increase retention rate of EF F-1 international students	Measure of F-1 student retention rates from Fall to Fall	EF F-1 retention rate will increase by 3% from Fall 2006 to Fall 2007.	Report of the retention rate of EF F-1 students, from Fall 2006 to Fall 2007, will be measured by December 31, 2007	None

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**University**

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

**Division**

**Objective:** Provide incentives, programs, and support services that promote student engagement, empowerment, 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 FY08
Maintain the number of advisement sessions provided to new and continuing students by the Advisement Center.	<ol style="list-style-type: none"> <li>1. Provide one-to-one advisement to students affected by the Texas Success Initiative (TSI) attending Entering Freshmen (EF) and Transfer (TR) Orientations.</li> <li>2. Provide one-to-one advisement to continuing students during each registration period.</li> <li>3. Contact students for additional advising sessions who:               <ol style="list-style-type: none"> <li>a. Are at-risk for losing Texas Grant</li> <li>b. Have financial aid deficiencies</li> <li>c. Are on probation and at-risk for suspension.</li> </ol> </li> </ol>	The number of advisement sessions provided by the Advisement Center will remain stable. The number of sessions provided in FY07 (Sept. to May) was 4,569. The target for FY08 (Sept. to May) is 4,569.	Number of advisement sessions provided FY07 vs. FY08.	None
Maintain the number of contacts generated by the Advisement Center.	<ol style="list-style-type: none"> <li>1. Participate in outreach activities such as:               <ol style="list-style-type: none"> <li>a. Advising Information Tables</li> <li>b. Majors Fair</li> <li>c. Presentations to</li> </ol> </li> </ol>	The number of contacts generated by the Advisement Center will remain stable. The number of sessions provided in FY07 (Sept. to May) was 18,245.	Number of contacts generated FY08 vs. FY07.	None

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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 FY08
	<p>UNIV classes d. Presentations to potential students (CASP Programs)</p>	<p>The target for FY08 (Sept. to May) is 18,245.</p>		
<p>Ensure that 90% of new and continuing TSI affected students advised and given a Registration Access Code (RAC) will register for the upcoming semester.</p>	<ol style="list-style-type: none"> <li>1. Provide adequate computer and human resources within the Advisement Center for students to complete registration.</li> <li>2. Verify that all students advised during EF and TR Orientations enrolled successfully.</li> <li>3. Periodically check the enrollment status of all advised students and contact non-enrolled students.</li> <li>4.</li> </ol>	<p>90% of new and continuing students advised will register.</p>	<ol style="list-style-type: none"> <li>1. Number of TSI affected students attending Orientations enrolled.</li> <li>2. Number of continuing TSI affected students enrolled.</li> </ol>	<p>None</p>
<p>Increase the percent of the TSI EF cohort who are retained Fall to Fall.</p>	<ol style="list-style-type: none"> <li>1. Provide necessary and timely information regarding TSI during Orientation Advising 101.</li> <li>2. Provide one-to-one advising for all TSI affected students during Day Two of Orientations.</li> <li>3. Contact students identified as at-risk after the Fall semester and provide additional retention information early in the Spring</li> </ol>	<p><u>Increase the retention rate of the Fall 07 EF TSI cohort by 2%. (Fall to Fall). The Fall 05 (into Fall 06) cohort was retained at 63.1%. The target for the Fall 06 (into Fall 07) cohort is 65.1%.</u></p>	<p>Retention rate of TSI affected EF's retained Fall to Fall.</p>	<p>None</p>

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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 FY08
	semester.			
Increase the percent of the TSI Non-EF cohort who are retained Fall to Fall.	<ol style="list-style-type: none"> <li>1. Contact students identified as at-risk after the Fall semester and provide additional retention information early in the Spring semester.</li> <li>2. Provide frequent and timely contacts to at-risk students to encourage the use of support services.</li> </ol>	<p><u>Increase the retention rate of the Fall 07 TSI cohort by 2%. (Fall to Fall). The Fall 05 (into Fall 06) cohort was retained at 53.4%. The target for the Fall 06 (into Fall 07) cohort is 55.4%.</u></p>	Percent of TSI affected students retained.	None
Increase the percent of the total TSI cohort who are retained Fall to Fall.	<ol style="list-style-type: none"> <li>1. Contact students identified as at-risk after the Fall semester and provide additional retention information early in the Spring semester.</li> <li>3. Provide frequent and timely contacts to at-risk students to encourage the use of support services.</li> </ol>	<p><u>Increase the retention rate of the Fall 07 TSI cohort by 2%. (Fall to Fall). The Fall 05 (into Fall 06) cohort was retained at 58.7%. The target for the Fall 06 (into Fall 07) cohort is 60.7%.</u></p>	Percent of TSI affected students retained.	None
Increase the caseload of Counseling and Psychological Services as a percentage of the UTPA general population.	<ol style="list-style-type: none"> <li>1. Provide presentations to UNIV classes.</li> <li>2. Outreach to faculty in high stress majors to encourage referrals.</li> <li>3. Continue to provide the CaPS referral brochure to all faculty and staff.</li> <li>4. Continue to collaborate with Student Health Services for fast-track referrals.</li> </ol>	<p>Increase the CaPS caseload by 2% as part of the UTPA general population. The caseload for FY07 was 3% of the general population. The target for FY08 is 5%.</p>	Percentage of caseload as part of the UTPA general population.	Restore the 4 <sup>th</sup> Counselor funding lost in Fall 2005.

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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 FY08
	<ol style="list-style-type: none"> <li>5. Provide presentations and activities for students during high-stress times of the semester.</li> </ol>			
<p>Increase group counseling opportunities for students.</p>	<ol style="list-style-type: none"> <li>1. Review caseload to determine appropriate group counseling options.</li> <li>2. Partner with the Clinical Psychology Department and others to offer additional group counseling options.</li> <li>3. Promote group counseling options through BroncNotes, posters, flyers and word-of-mouth.</li> </ol>	<p>The number of group counseling opportunities will increase by 50%. The number of groups for FY07 was 6. The target for FY08 is 9.</p>	<p>Number of group counseling options.</p>	<p>Restore the 4<sup>th</sup> Counselor funding lost in Fall 2005.</p>
<p>Provide direction and leadership for the Critical Incident Stress Management Team (CISMT) to assist in responding to critical events.</p>	<ol style="list-style-type: none"> <li>1. Engage appropriate faculty and staff to participate on the CISMT and facilitate their appointment by the Vice-President for Enrollment and Student Services.</li> <li>2. Provide appropriate materials to each CISMT member (i.e. name badges, first aid kits, etc.).</li> <li>3. Provide training twice annually to CISMT members.</li> </ol>	<p>Appointment letters, materials and training will be provided to 100% of CISMT members.</p>	<p>Letters sent. Materials distributed. Sign-in sheets for trainings.</p>	<p>Restore the 4<sup>th</sup> Counselor funding lost in Fall 2005.</p>
<p>Increase the number of QPR trainings provided</p>	<ol style="list-style-type: none"> <li>1. Collaborate with Title V to provide QPR in UNIV</li> </ol>	<p>Provide a minimum of 100 QPR trainings</p>	<p>Sign-in logs for trainings.</p>	<p>Restore the 4<sup>th</sup> Counselor funding lost in</p>

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

Unit Objective	Strategy(ies) to Achieve Unit Objective	Measurable Outcome for Unit Objective	Assessment Criteria, Evaluation Methods for Measurable Outcome	New Resources Needed in FY08
to faculty, staff and students.	1301 classes. 2. Schedule several sessions each semester and market to faculty and staff. 3. Provide QPR training for Residence Life staff. 4. Market QPR to all local school districts as a free training.	during FY08.		Fall 2005.
Increase number of Supplemental Instruction courses offered by the Learning Assistance Center.	Advertise SI Program among faculty through email, meetings, or visits during office hours.	Increase the number of Supplemental Instruction courses offered by the LAC 15% (Fall and Spring semesters). Offered 22 courses in FY07. Target for FY08 25.	Number of courses participating with SI during semester.	None
Increase number of Supplemental Instruction sections offered by the Learning Assistance Center.	Offer SI to instructor with large class size or with various sections of the course.	Increase the number of Supplemental Instruction course sections offered by the LAC by 5% (Fall and Spring semesters). Offered 51 course sections in FY07. Target for FY08 is 56.	Number of sections of courses participations with SI Program during semester.	None
Increase the difference in the mean GPA in Supplemental Instruction courses by students who attend SI and those who do not attend offered.	Continuing advertising throughout semester	Increase the difference in the mean GPA in SI courses by .45 point. (Fall and Spring semesters). The Fall 07 semester showed a difference of 4. The target for FY08 is .45 point.	Based on final grades in course.	None
Increase the percent of students who are	Continued advertising throughout semester.	Increase the percent of students who attend at	Percent increase in number of students who are registered for an	None

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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 FY08
registered for a Supplemental Instruction course and those who attend at least 1 session.		least 1 session by 5%. (Fall to Fall semester). During the Fall 07 semester 37.5% of enrolled students attended. The target for FY08 is 42.5 %.	SI course and attend at least one SI session.	
Reduce number of D and F grades for SI students in SI courses as compared to Non SI attendees.	Retain SI students throughout the semester through continual advertising of SI programs.	Reduce D and F grades by 3% for students who attend SI sessions. The D and F rate for D's and F's in Fall of 06 was 18%. The goals for Fall 07 15%.	Final course grades based on graded enrollment will be used for comparison.	None
Increase the number of SI Leaders who are evaluated during SI sessions.	SI Coordinator will evaluate 2 sessions; third evaluation will be performed by student supervisor.	Increase the percent of SI Leaders who are evaluated at least 3 times to 90% during the Fall and Spring semesters. For Fall and Spring of FY07 about 75% of SI leaders were evaluated once. For FY08 90% of the SI Leaders will be evaluated three times.	All SI leader evaluations will be documented and filed.	None

# FY08 AES Assessment Results Report

## UTPA

### Admin - Learning Assistance Center

**Unit Mission:** Advance the understanding of the collegiate experience and develop skills to participate in that experience. Address obstacles that interfere with student progress and increase awareness in academic, personal, and career choices. Promote student fulfillment of degree and program requirements.

**Unit Head:** Richard Trevino

**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 - Learning Assistance Center - LAC: Tutoring Centers-number of students served. - We will increase number of unduplicated students served by the Tutoring Centers.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Continue outreach to faculty, students, administrators, and the community to promote the awareness of tutorial services. 2. Continue to maintain the high quality of services so that our current users will promote LAC services to other students.</p>	<p><b>Assessment Method:</b> Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in</p> <p><b>Criterion for Success:</b> Increase the number of students served (Fall &amp; Spring semesters) in the LAC Tutoring Centers by 2% from 7,519 in FY07 to 7,669 in FY08.</p>	<p>10/03/2008 - Unduplicated students serviced increased from 7,519 to 7,854; an increase of 335 students or 4.59%</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p> <p><b>Resources Needed - Wages:</b> To maintain current service we need additional \$27,500 in FY09. The minimum wage increased by \$.70 in FY08 and will increase by \$.70 in FY09.</p>	<p>10/03/2008 - Need to schedule tutored courses at different times during the week.</p>
<p>Admin - Learning Assistance Center - LAC: Tutoring Center-Hours - We will increase number of tutoring attendance hours.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p>	<p><b>Assessment Method:</b> Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in FY 08.</p> <p><b>Criterion for Success:</b> Increase the number of tutoring contact hours by 2% from 67,887 in FY07 to 69,244 in FY08.</p>	<p>10/03/2008 - The number of tutoring contact hours increased from 67,887 to 79,416; an increase of 11,529 hours or 17%</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p> <p><b>Resources Needed - Wages:</b> To maintain current service we need additional \$27,500 in FY09. The minimum wage increased by \$.70 in FY08 and will</p>	<p>10/03/2008 - Need to schedule tutored courses at different times during the week.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p><b>Strategies:</b>  1. Continue outreach to faculty, students, administrators, and the community to promote the awareness of tutorial services.  2. Continue to maintain the high quality of services so that our current users will promote LAC services to other students.</p>	<p><b>Assessment Method:</b>  Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in FY 08.</p> <p><b>Criterion for Success:</b>  Increase the number of tutoring contact hours by 2% from 67,887 in FY07 to 69,244 in FY08.</p>	<p>increase by \$.70 in FY09.</p>	
<p>Admin - Learning Assistance Center - LAC: Tutoring Centers-attendance - We will increase number of duplicated student contacts (visits) made by students to the Tutoring Centers.</p> <p><b>Outcome Types:</b>  Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b>  06/01/2007</p> <p><b>End Date:</b>  05/31/2008</p> <p><b>Outcome Status:</b>  Active/Ongoing</p> <p><b>Strategies:</b>  1. Continue outreach to faculty, students, administrators, and the community to promote the awareness of tutorial services.</p>	<p><b>Assessment Method:</b>  Compare Fall and Spring FY 07 attendance records to FY 08 records. The comparison will show an increase of 2% or more in FY 08.</p> <p><b>Criterion for Success:</b>  Increase the number of student contacts by 2% from 58,881 in FY07 to 60,058 in FY08.</p>	<p>10/08/2008 - The number of student contacts (visits) increased from 58,881 to 69,776 an increase of 10,895 student contacts or 18%.</p> <p><b>Result Type:</b>  Criterion Met</p> <p><b>Next Step:</b>  Continue Current Strategy(s)</p>	<p>10/08/2008 - To maintain current services the LAC will need an additional \$27,500 in FY10. The minimum wage increased from \$5.85 to \$6.55 in Summer of 2008 and is due to increase again to \$7.25 in Summer of 2009.</p>
<p>Admin - Learning Assistance Center - LAC: Tutoring Center-Special Populations - We will increase number of "special population" students using tutorial services such as Student Athletes.</p> <p><b>Outcome Types:</b>  Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b>  06/01/2007</p> <p><b>End Date:</b>  05/31/2008</p>	<p><b>Assessment Method:</b>  90% of student athletes that are assigned to the Tutoring Center will attend our Learning Centers and be assisted as needed.</p> <p><b>Criterion for Success:</b>  90% of student athletes that are assigned to the Tutoring Center will attend our Learning Centers and be assisted as needed.</p>	<p>10/09/2008 - 79 student athletes were assigned to the Tutoring Center in Fall07 and 76 attended which is an attendance rate of 96%.</p> <p><b>Result Type:</b>  Criterion Not Met</p> <p><b>Next Step:</b>  Continue Current Strategy(s)</p>	<p>10/09/2008 - To maintain current increases in services the LAC will need an additional \$27,500 in FY09. The minimum wage increased from \$5.85 to \$6.55 in Summer (July 24th) 2008 and is due to increase again to \$7.25 in Summer (July 24th) 2009 and our tutoring contacts increased by 18%.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Contact Athletic Office to provide study period and tutoring services to designated student athlete population that may need that service.</p>			
<p>Admin - Learning Assistance Center - LAC: Staff Development - We will increase number of staff attending training workshops for Staff Development.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Contact university offices and external associations or agencies that can provide such training.</p>	<p><b>Assessment Method:</b> Success will be determined if Staff from all the Learning Centers attend workshops or conferences.</p> <p><b>Criterion for Success:</b> Full Time staff from all the Learning Centers will attend at least 1 training workshop or conference during FY08.</p>	<p>10/09/2008 - All the 8 Full Time Tutoring Center Staff attended some training such as a conference (CASP or RGVCTM) or attended training workshops (Banner, Oracle, Tutoring Special Populations, or completed HR training (compliance &amp; other required training) in addition to attending academic topics workshops presented by Faculty or attending and presenting at community events.</p> <p>Result Type:</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p> <p><b>Resources Needed - Travel:</b> Staff Development travel funds needed.</p>	<p>10/09/2008 - Identify effective workshops due to limited funds.</p>
<p>Admin - Learning Assistance Center - LAC: Tutoring Center Staff-Faculty Contact - We will have tutorial staff increase faculty contact.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Tutorial Supervisors will be meeting</p>	<p><b>Assessment Method:</b> Success will be determined if Staff from all the Learning Centers will document weekly contact with faculty.</p> <p><b>Criterion for Success:</b> Staff will track faculty contact on a weekly basis and report it on their weekly highlights.</p>	<p>10/09/2008 - All Tutoring Staff (8) continue to visit their academic department(s) every week to make contact with their departmental faculty to promote LAC services, listen to faculty concerns, or to pick up necessary information. The Writing Center has Writing Faculty visit their center everyday, the Math Center has faculty assist with training every Friday, the Social Science &amp; Modern Languages Center makes at least 2 to 3 visits per week to his respective departments, the Science Center makes visits to faculty or has faculty come by to visit every week, and the CAI center staff meets with related staff at least once per week.</p> <p><b>Result Type:</b> Criterion Met</p>	<p>10/09/2008 - More release time to interact with faculty.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
during Fall 2007 to formalize the tracking for the Spring 2008 semester.		<b>Next Step:</b> Continue Current Strategy(s)	
Admin - Learning Assistance Center - LAC: Tutoring Center-Tutor Training - We will establish a tutor training program in all Learning Centers. <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Tutorial Supervisors will be meeting during Fall 2007 to formalize workshops offered and which ones can be attended by other areas or to establish general workshops for all student workers.	<b>Assessment Method:</b> Success will be determined if all Learning Centers will have predetermined workshops that will be offered to their student employees during the Spring 2008 semester. <b>Criterion for Success:</b> Each tutoring center will provide at least 2 training sessions per month during the Spring 2008 semester.	10/09/2008 - The Math Learning Center and the Writing Center each had weekly training sessions on Friday afternoons. The other two Learning Centers, Social Sciences & Modern Languages Center and the Science Center, both have weekly academic training as needed for tutors; however, they need to developed more training workshops in General Areas of Concerns/Needs of Tutors other than the meetings at the start of the semester for orientation and scheduling. Result Type:  <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> Continue Current Strategy(s)	10/09/2008 - Staff needs to develop a pattern of consistent meetings for training.
Admin - Learning Assistance Center - LAC: Tutoring Centers-Student Data - We will establish a standing committee to look into the current data collection and reporting process. <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing	<b>Assessment Method:</b> Success will be determined if all the Learning Centers? data collection and reporting process can be evaluated during the Spring 2008 and recommendations can be forthcoming during the Summer <b>Criterion for Success:</b> The Tutorial Staff will make a formal report on recommendations for effective data collection and reporting process by March 31, 2008.	10/09/2008 - The Tutorial Staff did not make a formal report as the entire reporting process is being changed over to accommodate the new Banner Student Information System. The Committee that was formed to establish the new data collection and reporting process was chaired by the AAM Department Head and includes the LAC Assistant Director, CAI Coordinator, Director of Counseling, and a URAP representative. <b>Result Type:</b> Criterion Met <b>Next Step:</b> Add New Strategy	10/09/2008 - Reconsider evaluation process.
Admin - Learning Assistance Center - LAC: Tutoring Centers-Marketing Plan - We will establish a unified marketing plan for all Learning Centers.	<b>Assessment Method:</b> Success will be determined if the evaluation is completed during the Spring 2008 semester and desired modifications can be	10/09/2008 - This Objective calls for establishing a Unified Marketing Plan, the Learning Centers each proposed actions that will allow for unified	10/09/2008 - Need legitimate plan with corresponding budget.

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Tutorial Supervisors will meet during the Fall 2007 semester to evaluate the current promotional materials and methods of delivery.</p>	<p>implemented.</p> <p><b>Criterion for Success:</b> The Tutorial Staff will make a formal report on recommendations for effective tutoring promotion and advertisement by March 31, 2008.</p>	<p>marketing such as standard hours of operation and for actions that will reduce the cost of wages such as beginning tutoring at 8:30am instead of 8:00am. Posters and Flyers were developed during the Summer of 2008 by ESS Design services that followed those proposed.</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p> <p><b>Resources Needed - Maintenance &amp; Operation:</b> Additional funds will be needed to paid for promotional materials. Operating funds for the Tutorial account have not changed in years and are barely enough to pay for copier rental, books, supplies, and instructional materials.</p>	
<p>Admin - Learning Assistance Center - LAC: OIAS-F-1 Enrollment - We will increase enrollment of F-1 students.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Develop plan to increase student satisfaction level.</p>	<p><b>Assessment Method:</b> Will count the number of students enrolled on 12th class day during fall and spring semesters; enrollment will show an increase of 5% from semester to semester</p> <p><b>Criterion for Success:</b> Increase the number of F-1 students enrolled at UTPA by 5%. (Fall and Spring semesters). Enrolled 830 students for FY07. Target for FY08 is 871 students.</p>	<p>10/03/2008 - FY08 F-1 student enrollment was 917 students. An increase of 87 students or 10.5%.</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p>	
<p>Admin - Learning Assistance Center - LAC: OIAS-Student Organization - We will create an International Student Advisory Committee (ISAC).</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p>	<p><b>Assessment Method:</b> ISAC will have at least three meetings by May 31, 2008</p> <p><b>Criterion for Success:</b> Active ISAC by May 31, 2008</p>	<p>10/07/2008 - Advisory Committee met on 4 occasions (4 members) Europe, China, Inida, Mexico.</p> <p>Currently not active</p> <p><b>Result Type:</b> Criterion Met</p>	<p>10/07/2008 - Need to recruit interested students from diverse countries.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing		<b>Next Step:</b> Continue Current Strategy(s)	
Admin - Learning Assistance Center - LAC: OIS-Student Organization Coordinator - We will have in place a part-time International Student Involvement Coordinator (ISIC) <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing	<b>Assessment Method:</b> ISIC will have planned and implemented 4 international student activities by May 31, 2008 <b>Criterion for Success:</b> Have ISIC hired by December 1, 2007	10/07/2008 - Hired 2 part-time students. Implemented 12 international activities; about 2 per month. <b>Result Type:</b> Criterion Met <b>Next Step:</b> Continue Current Strategy(s)	10/07/2008 - Continue twice monthly events. Organize a planning committee to improve participation.
Admin - Learning Assistance Center - LAC: OIAS-Banner Implementation - We will complete Banner Implementation for UG International Admissions by May 31, 2008 <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Staff will be trained. Clerks will spend time each week working with UG Admissions processing applications	<b>Assessment Method:</b> All Fall 2008 admission application processes will be done only in Banner by January 1, 2008 <b>Criterion for Success:</b> Staff will be completely trained and functioning in Banner by January 1, 2008	10/07/2008 - Admission module of Banner went live Fall 2008 instead of January 1 due to scheduling issues and other priorities. <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> Mark Outcome as Complete	10/07/2008 - Used processes learned from this project in successive Banner processes. 10/07/2008 - Used the processes learned through this process to improve successive processes in Banner.
Admin - Learning Assistance Center - LAC: OIAS-fasAtlas Implementation - We will complete FsaAtlas implementation. <b>Outcome Types:</b> Administrative - Fiscal Year 2008	<b>Assessment Method:</b> Completed migration by May 31, 2008 <b>Criterion for Success:</b> All immigration data will be loaded and maintained in FsaAtlas except as required	10/07/2008 - Due to unexpected complications with data in Banner and matching immigration data used on immigration documents it had been delayed. The data is currently being migrated. <b>Result Type:</b>	10/07/2008 - Process allowed us to test current business processes for efficiency.

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Transition to FsaAtlas	by SEVIS RTI	Criterion Not Met <b>Next Step:</b> Continue Current Strategy(s)	
Admin - Learning Assistance Center - LAC: OIAS-Student Participation - We will increase participation of international students in planned activities. <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Survey international students for input on activities. 2. Semester activities calendar will be developed for international activities to be distributed at beginning of semester. 3. Develop a marketing plan to promote activities	<b>Assessment Method:</b> Student participation will have increased to an average of at least 12 students per activity. <b>Criterion for Success:</b> Will have sign up sheet at all activities; participation will show an increase of 20% average of all semester activities.	10/07/2008 - We had an average of 16 students participate in each of the activities. This is about 4 more students per activity over last year. About 33% increase. <b>Result Type:</b> Criterion Met <b>Next Step:</b> Continue Current Strategy(s)	10/07/2008 - Need to continue to survey students to identify mutual interests.
Admin - Learning Assistance Center - LAC: OIAS-OIP Planning - We will collaborate with Office of International Programs (OIP) in the planning and implementation of campus events for FY08 <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b>	<b>Assessment Method:</b> OIAS & OIP will collaborate in at least two activities for FY 08. <b>Criterion for Success:</b> OIAS & OIP will collaborate in at least two activities for FY 08.	10/07/2008 - Staff met with OIP staff to help plan some international week activities. Also promoted Exchange Visitor program to staff. <b>Result Type:</b> Criterion Met <b>Next Step:</b> Mark Outcome as Complete	10/07/2008 - Allowed us to collaborate with OIP on activity of mutual interest.

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
Active/Ongoing <b>Strategies:</b> 1. Staff of OIAS will meet with staff of OIP to develop strategy.			
Admin - Learning Assistance Center - LAC: OIAS-Community Interaction - We will collaborate with community-based groups for activities to encourage community interaction <b>Outcome Types:</b> Administrative - Fiscal Year 2008	<b>Assessment Method:</b> Students will have participated in 2 service project, event, or activity by May 31, 2008. <b>Criterion for Success:</b> Students will participate in 2 community service project, event, or activity.	10/07/2008 - Could not generate student interest. <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> <u>Continue Current Strategy(s)</u>	10/07/2008 - Need to form a student activities committee to plan activities of interest.
<b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. OIAS will contact community-based groups for service project, event, or activity.			
Admin - Learning Assistance Center - LAC: OIAS-F-1 Retention - We will increase retention rate of EF F-1 international students <b>Outcome Types:</b> Administrative - Fiscal Year 2008	<b>Assessment Method:</b> Report of the retention rate of EF F-1 students, from Fall 2006 to Fall 2007, will be measured by December 31, 2007 <b>Criterion for Success:</b> EF F-1 retention rate will increase by 3% from Fall 2006 to Fall 2007.	10/09/2008 - Retention from Fall 06 to Fall 07 was 88.1% ( 310 GPA Averager). Fall 07 to Fall 08 was 83.1 % (3.26 GPA) <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> <u>Add New Strategy</u>	10/09/2008 - Reevaluate objective.
<b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Measure of F-1 student retention rates from Fall to Fall.			
Admin - Learning Assistance Center - LAC: OIAS-Trained Staff - We will have 3 trained staff in OIAS to assist students in	<b>Assessment Method:</b> Staff will have attended at least one	10/07/2008 - Pam attended NAFSA workshop on immigration Regulations and Rudy attended F-1	10/07/2008 - Continuing staff development is to keep up with

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>immigration procedures, policies. Regulations, and SEVIS reporting</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Administrative assistant and clerk III will attend 8-hour NAFSA Professional Development Workshop on immigration procedures, policies. Regulations, and SEVIS reporting Director will mentor staff.</p>	<p>Professional Development Workshop by May 31, 2008</p> <p><b>Criterion for Success:</b> Administrative Assistant and Clerk III will attend at least 1 NAFSA Workshop training class during FY08.</p>	<p>regulation training.</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> <u>Continue Current Strategy(s)</u></p>	<p>ever changing regulations.</p>
<p>Admin - Learning Assistance Center - LAC: Advisement Center - We will maintain the number of advisement sessions provided to new and continuing students by the Advisement Center</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/30/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> Provide one-to-one advisement to students affected by the Texas Success Initiative (TSI) attending Entering Freshmen (EF) and Transfer (TR) Orientations.</p> <p>2. Provide one-to-one advisement to continuing students during each registration period.</p> <p>3. Contact students for</p>	<p><b>Assessment Method:</b> . Number of advisement sessions provided FY07 vs. FY08</p> <p><b>Criterion for Success:</b> The number of advisement sessions provided by the Advisement Center will remain stable. The number of sessions provided in FY07 (Sept. to May) was 4,569. The target for FY08 (Sept. to May) is 4,569</p>	<p>10/10/2008 - Actual advisement sessions provided was 3,768; a decrease of 17.5%.</p> <p><b>Result Type:</b> Criterion Not Met</p> <p><b>Next Step:</b> <u>Continue Current Strategy(s)</u></p>	<p>10/10/2008 - Review documentation process to make sure student visits are noted.</p>
<p>Provide one-to-one advisement to students affected by the Texas Success Initiative (TSI) attending Entering Freshmen (EF) and Transfer (TR) Orientations.</p> <p>2. Provide one-to-one advisement to continuing students during each registration period.</p> <p>3. Contact students for</p>	<p><b>Assessment Method:</b> . Number of contacts generated FY08 vs. FY07.</p> <p><b>Criterion for Success:</b> The number of contacts generated by the Advisement Center will remain stable. The number of sessions provided in FY07 (Sept. to May) was 18,245. The target for FY08 (Sept. to May) is 18,245.</p>	<p>10/10/2008 - The FY08 contacts were 15,042 or 17.6% fewer contact than FY07.</p> <p><b>Result Type:</b> Criterion Not Met</p> <p><b>Next Step:</b> <u>Continue Current Strategy(s)</u></p>	<p>10/10/2008 - Review documentation process to make sure all student visits are noted.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
additional advising sessions who: ? Are at-risk for losing Texas Grant ? Have financial aid deficiencies Are on probation and at-risk for suspension.			
Admin - Learning Assistance Center - LAC: Advisement - We will ensure that 90% of TSI affected EF students are advised and given a Registration Access Code (RAC) will register for the semester. <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Verify that all students advised during EF and TR Orientations enrolled successfully.	<b>Assessment Method:</b> Number of TSI affected students attending Orientations enrolled. <b>Criterion for Success:</b> 90% of TSI EF students who are advised will register for the semester.	10/10/2008 - 100% of TSI affected students advised on DAY 2 of Orientation registered. 98% of TSI affected students attending DAY 2 of Orientation registered. <b>Result Type:</b> Criterion Met <b>Next Step:</b> Continue Current Strategy(s)	
Admin - Learning Assistance Center - LAC: Advisement Center I - We will increase the percent of the TSI EF cohort who are retained Fall to Fall. <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> 1. Contact students identified as at-risk after the Fall semester	<b>Assessment Method:</b> Number of continuing TSI affected students enrolled. <b>Criterion for Success:</b> Increase the retention rate of the Fall 06 EF TSI cohort by 2%. (Fall to Fall). The Fall 05 (into Fall 06) cohort was retained at 63.1%. The target for the Fall 06 (into Fall 07) cohort is 65.1%.	10/15/2008 - The retention rate for Fall 06 TSI EF cohort into Fall 07 was 53%. <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> Continue Current Strategy(s)	10/15/2008 - Need to structure intervention initiatives for all students.

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
and provide additional retention information early in the Spring semester.			
<p>Admin - Learning Assistance Center - LAC: Advisement 2 - We will increase the percent of the TSI Non-EF cohort who are retained Fall to Fall.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Provide frequent and timely contacts to at-risk students to encourage the use of support services.</p>	<p><b>Assessment Method:</b> Percent of TSI affected students retained</p> <p><b>Criterion for Success:</b> Increase the retention rate of the Fall 07 TSI cohort by 2%. (Fall to Fall). The Fall 05 (into Fall 06) cohort was retained at 53.4%. The target for the Fall 06 (into Fall 07) cohort is 55.4%.</p>	<p>10/15/2008 - The TSI Non-EF cohort was retained at a 61% rate compared to 53.4% for the previous cohort.</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> <u>Continue Current Strategy(s)</u></p>	<p>10/15/2008 - Structure specific intervention methods for this population.</p> <hr/>
<p>Admin - Learning Assistance Center - LAC: Advisement 3 - We will increase the percent of the total TSI cohort who are retained Fall to Fall.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> Contact students identified as at-risk after the Fall semester and provide additional retention information early in the Spring semester.</p>	<p><b>Assessment Method:</b> Percent of TSI affected students retained.</p> <p><b>Criterion for Success:</b> Increase the retention rate of the Fall 06 TSI cohort by 2%. (Fall to Fall). The Fall 05 (into Fall 06) cohort was retained at 58.7%. The target for the Fall 06 (into Fall 07) cohort is 60.7%.</p>	<p>10/15/2008 - The retention rate for the total TSI cohort from Fall 06 into Fall 07 was 57%.</p> <p><b>Result Type:</b> Criterion Not Met</p> <p><b>Next Step:</b> <u>Continue Current Strategy(s)</u></p>	<p>10/15/2008 - Need to structure specific intervention strategies for this population.</p> <hr/>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Admin - Learning Assistance Center - LAC: CAPS - We will increase the caseload of Counseling and Psychological Services as a percentage of the UTPA general population.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> Continue to collaborate with Student Health Services for fast-track referrals. Provide presentations and activities for students during high-stress times of the semester.</p>	<p><b>Assessment Method:</b> Percentage of caseload as part of the UTPA general population.</p> <p><b>Criterion for Success:</b> Increase the CaPS caseload by 2% as part of the UTPA general population. The caseload for FY07 was 3% of the general population. The target for FY08 is 5%.</p>	<p>10/10/2008 - CaPS caseload for FY08 remained stable at 3% of UTPA general population.</p> <p><b>Result Type:</b> Criterion Not Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p>	
<p>Admin - Learning Assistance Center - LAC: CAPS 3 - We will increase the number of QPR trainings provided to faculty, staff and students.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> 1. Schedule several sessions each semester and market to faculty and staff.</p>	<p><b>Assessment Method:</b> Sign-in logs for trainings</p> <p><b>Criterion for Success:</b> Provide a minimum of 100 QPR trainings during FY08</p>	<p>10/15/2008 - 71 QPR trainings were provided. While we did not meet the goal of 100, the number of QRP trainings provided was substantial.</p> <p><b>Result Type:</b> Criterion Not Met</p> <p><b>Next Step:</b> Add New Strategy</p>	<p>10/15/2008 - Access the training needs of the university.</p>
<p>Admin - Learning Assistance Center - LAC: Supplemental Instruction 1 - We will increase number of Supplemental</p>	<p><b>Assessment Method:</b> Number of courses participating with SI during semester.</p>	<p>10/08/2008 - 34 courses were offered in FY8. An increase of 54%</p> <p><b>Result Type:</b></p>	<p>10/08/2008 - Evaluate if we are targeting a diverse set of Colleges and departments.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>Instruction courses offered by the Learning Assistance Center.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> Advertise SI Program among faculty through email, meetings, or visits during office hours.</p>	<p><b>Criterion for Success:</b> Increase the number of Supplemental Instruction courses offered by the LAC 15% (Fall and Spring semesters). Offered 22 courses in FY07. Target for FY08 25.</p>	<p>Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p>	
<p>Admin - Learning Assistance Center - LAC: Supplemental Instruction 2 - We will increase number of Supplemental Instruction sections offered by the Learning Assistance Center</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Strategies:</b> . Offer SI to instructor with large class size or with various sections of the course.</p>	<p><b>Assessment Method:</b> Number of sections of courses participations with SI Program during semester.</p> <p><b>Criterion for Success:</b> Increase the number of Supplemental Instruction course sections offered by the LAC by 5% (Fall and Spring semesters). Offered 51course sections in FY07. Target for FY08 is 56.</p>	<p>10/08/2008 - Offer SI in 67 different sections. An increase of 31.4%</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p>	<p>10/08/2008 - Evaluate if we are offering course sections in the different departments.</p>
<p>Admin - Learning Assistance Center - LAC: Supplemental Instruction 3 - We will increase the difference in the mean GPA in Supplemental Instruction courses by students who attend SI and those who do not attend offered.</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p>	<p><b>Assessment Method:</b> Based on final grades in course.</p> <p><b>Criterion for Success:</b> Increase the difference in the mean GPA in SI courses by .45 point. (Fall and Spring semesters). The Fall 07 semester showed a difference of 4. The target for FY08 is .45 point.</p>	<p>10/08/2008 - Fall GPA difference was SI 3.0 vs. NSI 2.0. Difference of 1.0 Spring GPA difference as SI 2.5 vs. NSI 1.7. Difference of .8</p> <p><b>Result Type:</b> Criterion Met</p> <p><b>Next Step:</b> Continue Current Strategy(s)</p>	<p>10/08/2008 - Continue training for SI Leaders.</p>

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> Continuing advertising throughout semester			
Admin - Learning Assistance Center - LAC: Supplemental Instruction 4 - We will increase the percent of students who are registered for a Supplemental Instruction course and those who attend at least 1 session  <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> . Continued advertising throughout semester	<b>Assessment Method:</b> Percent increase in number of students who are registered for an SI course and attend at least one SI session. <b>Criterion for Success:</b> Increase the percent of students who attend at least 1 session by 5%. (Fall to Fall semester). During the Fall 06 semester 37.5% of enrolled students attended. The target for FY08 is 42.5 %.	10/08/2008 - For Fall 07 36.6 percent of the students attended at least 1 session. <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> Continue Current Strategy(s)	10/08/2008 - Develop a tracking and follow up protocol.
Admin - Learning Assistance Center - LAC: Supplemental Instruction 5 - We will increase the number of SI Leaders who are evaluated during SI sessions  <b>Outcome Types:</b> Administrative - Fiscal Year 2008 <b>Start Date:</b> 06/01/2007 <b>End Date:</b> 05/31/2008 <b>Outcome Status:</b> Active/Ongoing <b>Strategies:</b> SI Coordinator will evaluate 2 sessions; third evaluation will be performed by student supervisor.	<b>Assessment Method:</b> All SI leader evaluations will be documented and filed. <b>Criterion for Success:</b> Increase the percent of SI Leaders who are evaluated at least 3 times to 90% during the Fall and Spring semesters. For Fall and Spring of FY07 about 75% of SI leaders were evaluated once. For FY08 90% of the SI Leaders will be evaluated three times.	10/08/2008 - 72% of leaders were evaluated once; 90% twice and 72% three times. <b>Result Type:</b> Criterion Not Met <b>Next Step:</b> Continue Current Strategy(s)	10/08/2008 - Need to develop a scheduling and tracking mechanism to make sure all SI leaders are evaluated properly.
Admin - Learning Assistance Center - LAC: Supplemental Instruction 6 - We will reduce	<b>Assessment Method:</b> . Final course grades based on graded	10/15/2008 - Fall 07 D and F rate was 19% (16% for Spring 08).	10/15/2008 - Continue to identify

Intended Outcomes	Means of Assessment & Criteria for Success / Tasks	AES Assessment Results	Use of Result & Follow-Up
<p>number of D and F grades for SI students in SI courses as compared to Non SI</p> <p><b>Outcome Types:</b> Administrative - Fiscal Year 2008</p> <p><b>Start Date:</b> 06/01/2007</p> <p><b>End Date:</b> 05/31/2008</p> <p><b>Outcome Status:</b> Active/Ongoing</p> <p><b>Strategies:</b> Retain SI students throughout the semester through continual advertising of SI programs</p>	<p>enrollment will be used for comparison</p> <p><b>Criterion for Success:</b> Reduce D and F grades by 3% for students who attend SI sessions. The D and F rate in Fall 06 was 18%. The goals for Fall 07 15%.</p>	<p><b>Result Type:</b> Criterion Not Met</p> <p><b>Next Step:</b> Add New Strategy</p>	<p>the academic needs of each SI course.</p>