

**Unit Effectiveness Plan for 2003-2004**  
**Department(Unit): Office of the Provost & Vice President for Academic Affairs**  
**College (Division): Provost & Vice President for Academic Affairs**

<b>Unit Mission or Purpose:</b> To promote and ensure the effective operation of the academic affairs of the University.						
<b>Articulation of how unit mission/purpose relates to University mission:</b> The Office of the Provost supports the University as it fulfills its commitment to discover new knowledge through research, to enhance its position as a comprehensive educational institution with bachelor's, master's, doctoral and non-degree continuing education programs and to life-long learning through its academic and continuing education programs.						
<b>Unit Functions:</b>						
<b>Intended outcome</b>	<b>Related Institutional Goal/Objective/Strategy</b>	<b>Action Steps</b>	<b>Method of Assessment (Who, What, When)</b>	<b>Results of Assessment</b>	<b>Proposed Changes and Recommendations for Improvement</b>	<b>Resources Needed for Proposed Changes</b>
Function: Faculty Development and Compensation  UTA faculty will receive institutional support in the form of development and compensation at a level that is in keeping with regional and national trends	Strategy 3B	Increase the quantity and quality of on-campus faculty development offerings including workshops, symposia, visiting scholar programs, etc.  Continue and expand the Faculty Developmental Leave Program.  Recommend merit pay increases for faculty during the next budget cycle if funds are available.	The Office of Academic Affairs will track the number of presentations, workshops and faculty development programs on campus (e.g., new faculty orientation)during teh 2003-2004 academic year and compare to teh number of offerings during the 2002-2003 academic year.  The Office of Academic Affairs will track the number of faculty participating in the Developmental Leave	Due to budget cuts, the faculty orientation was moved online. User statistics indicate that hits to the website were greater than the attendance at previous orientation sessions.  The number of faculty participating in the faculty	Additional faculty development and mentoring activities are needed.	None. Recent staff increases (Academic Program Coordinator) will oversee faculty development and mentoring program

		<p>Hold new faculty orientation</p> <p>Faculty members will be required to complete institutional compliance training. Various offices will also undergo compliance evaluation.</p>	<p>Program and compare to previous years.</p> <p>The Office of Academic Affairs will compare UTA average faculty salaries with those of its regional and national peer institutions.</p> <p>In Fall 2003, an orientation session will be conducted for new faculty and the participants will be asked to complete evaluations of the seminar. The Office of Academic Affairs will conduct the assessment and summarize the findings.</p> <p>Reports will be generated indicating the level of faculty participation in institutional compliance training.</p> <p>Appropriate units will file compliance reports and evaluate their risk.</p>	<p>development leave program is down from previous years due to budget cuts. It should be noted, however, that the number of applications remained constant indicating continuing interest from faculty.</p> <p>The Office of the Provost worked with IRP to conduct a comparison of faculty salaries. The results were mixed with some units being compensated at levels below the national mean, however, a few units were performing better.</p> <p>Faculty participation in institutional compliance</p>		
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				remained high and nearly universal across the academic units.  Modest salary increases (apx. 4%) were given each year of this UEP.		
<p>Function: Curriculum and Academic Standards</p> <p>Students will be able to schedule courses at times and in formats that enable timely progress toward their degrees.</p>	Strategy 2B	<p>Offer courses at alternative times such as intersession term and intensive sessions.</p> <p>Encourage academic departments to review course scheduling policies and practices and to make changes in order to better serve students.</p> <p>Promote the development of distance education courses.</p> <p>Grant proposal will be submitted to the UT TeleCampus for a completion program in Criminology and Criminal Justice and undergraduate engineering.</p> <p>Grant proposal will be submitted with MCC to TIF for video-conferencing</p>	<p>The Office of Academic Affairs will monitor class schedules and enrollment patterns for intensive sessions, inter-sessions, and alternative class times. Data gathered will include number of classes offered at alternative times and number of students enrolled. Data will be compared to previous years to determine student interest.</p> <p>The Office of Academic Affairs will review course schedules submitted by departments and colleges to determine if proposed schedules meet student needs for flexible class scheduling.</p> <p>Monitor the number of students enrolling under the</p>	<p>The assessment indicates that there is continued interest in alternate times for classes. As a result, more afternoon classes have been scheduled. The number of distance education course offerings has also increased.</p> <p>Enrollment at the off-site programs in Fort Worth and at MCC in Waco had increased substantially.</p> <p>The assessment by the Department of</p>	<p>Continue monitoring the demand for alternate class scheduling.</p> <p>Move more course offerings to the afternoon.</p> <p>Continue to market courses at Fort Worth and MCC to grow those programs.</p>	None

		<p>equipment.</p> <p>Submit proposal to participate in eArmyU, the Navy's AFLOAT College and Western Governor's University</p> <p>Improve relations with DCCCD and TCC.</p> <p>Expand course offerings outside the Metroplex and partner with community colleges. Courses will be offered off campus at McClennan and Weatherford Junior Colleges.</p> <p>Monitor core curriculum to ensure compliance with state learning.</p>	<p>MavExpress program and evaluate transition to UTA.</p> <p>Monitor enrollment and sections offered at sites outside the Metroplex area and compare to data from previous academic years where applicable.</p> <p>The Department of English will be assessed with the writing evaluation plan developed by the UT System.</p>	<p>English has been completed and the results are positive. Minor difficulties have been identified and the Department will adjust its training for GTA to address the concerns raised in the assessment.</p> <p>A proposal was submitted to thh eArmyU and Navy's AFLOAT. We participated in the eArmyU program for apx. 1 year before withdrawing due to low participation. Our proposal for Navy AFLOAT was not accepted. We are a current member of Western Governor's University, but our membership has not netted significant</p>	
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				students.		
<p>Function: Enrollment Management</p> <p>UTA will increase the percent of students retained after one semester and after one year.</p>	Strategy 1A	<p>Improve academic advising and tailor to special student needs.</p> <p>Expand the scholarship program.</p> <p>Promote supplementary instruction programs.</p> <p>Systematically identify gatekeeping courses and support faculty efforts to improve students' progress through such courses.</p> <p>Work to improve student performance on ExCET exams.</p> <p>ExCET exams results will be examined to determine areas of the curriculum that need assistance.</p>	<p>The Office of Institutional Research and Planning will analyze and document student retention rates from fall to spring and fall to fall semesters.</p> <p>The University Advising Center will conduct a survey regarding student satisfaction with various aspects of the academic advising experience and the measure the students likelihood of returning.</p> <p>The Office of Academic Affairs will compare retention rates between those students who receive academic scholarships and those who do not.</p> <p>The Office of Institutional Research and Planning will track changes in drop/failure rates in courses that have been identified as gatekeeping courses.</p> <p>The Office of Academic Affairs, with the assistance of IRP will compare pass rates on ExCET practice tests with pass rates on actual ExCET tests.</p>	<p>The scholarship program has been expanded to include more scholarships. Funds have been provided by the Provost Office. Funds have also come from an increase in tuition. Additional funds have been provided for supplemental instruction. Gatekeeping courses and grade distributions are monitored by the Office of the Provost.</p> <p>The ExCET test has been replaced. Pass rates in the College of Education on the certification tests are at high levels. Further monitoring is not</p>	<p>As tuition increases, financial aid opportunities for students will need to expand.</p> <p>Consider implementation of "creative" tuition proposals such as discounts for early payment, discounts for early graduation, etc.</p>	Increased revenue to fund scholarships.

				needed at this time.		
<p>Function: Enrollment Management</p> <p>UTA students and faculty will have access to current technology in all campus facilities.</p>	Strategy 2A	Upgrade the quality of student labs, studios, computer labs and classroom media support.	<p>The Office of Finance and Administration will document the dollars expended for additions/improvements to student labs, studios, computer labs and classroom media.</p> <p>The Office of Academic Affairs will survey lab users - both faculty and students - to determine if hardware and software needs are being met.</p>	<p>Increased dollars spent on lab renovations, especially in COE and COS.</p> <p>New science building currently under construction to address the needs of COS.</p>	Continue to look for funds to address the multimedia needs of the classrooms.	<p>Substantial increase in dollars needed.</p> <p>Immediate solution is unlikely and progress will need to continue in an incremental fashion.</p>

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