

Humanities and Social Sciences, College of
Assessment Plan Summary

Humanities and Social Sciences, College of

CHSS Staff Development

Goal Description:

The CHSS will promote the intellectual and professional development of staff members serving departments and programs in the college.

RELATED ITEMS/ELEMENTS

RELATED ITEM LEVEL 1

Staff Professional Development

Performance Objective Description:

The CHSS will identify and increase the number of college staff members obtaining outside professional and intellectual development experiences.

RELATED ITEM LEVEL 2

Off-Site Conferences And Professional Development

KPI Description:

Staff professional development will exceed the minimally mandated hours provided by the university. CHSS will fund staff attendance at at least one regional or national conference dedicated to developing university staff professionals.

Results Description:

Human resources reported that CHSS staff members CHSS staff members exceeded SHSU's 8-hour staff development requirement by a wide margin. In September 2016, CHSS sent 12 staff members to the Association of Executive and Administrative Professionals conference. The conference provided training on time management, prioritizing, delegation, resource management, managing stress, business communication, difficult conversations, and other essential staff skills.

RELATED ITEM LEVEL 3

Staff Professional Development Actions

Action Description:

CHSS will continue to monitor staff professional development training and work to provide off-campus professional development experiences whenever feasible.

Excellence In Academic Programs

Goal Description:

The CHSS will develop academic programs and constantly review existing programs to ensure excellence in this important mission of the college.

RELATED ITEMS/ELEMENTS

RELATED ITEM LEVEL 1

Enhance Graduate Student Entering Credentials

Performance Objective Description:

The CHSS will increase the quality of credentials of incoming graduate students.

RELATED ITEM LEVEL 2

Incoming Graduate Student GPA

KPI Description:

Graduate programs across CHSS will demonstrate a total average incoming graduate student GPA increase of 2%.

Results Description:

Degree Program GPA's
by Semester

Degree Program	Fall 2015	Spring 2016	Summer 2016	Fall 2016	Spring 2017
Comm Studies MA	3.16	3.31	No admits	3.32	3.52
Creative Writ. MFA	3.49	3.79	No admits	3.56	3.90
English MA	3.4	3.31	3.02	3.61	3.64
Spanish MA	3.28	3.53	3.51	3.19	3.27
History MA	3.55	3.32	3.24	3.57	3.64
Political Science MA	3.7	3.12	3.13	3.45	3.72
Political Sci.MPA	3.48	3.71	3.39	3.37	3.44
Psychology MA	3.1	No admits	No admits	3.42	No admits
School Psych SSP	3.56	No admits	No admits	3.49	No admits
Clinical Psych MA	3.71	No admits	No admits	3.67	No admits
Clinical Psych PhD	3.86	No admits	No admits	3.82	No admits
Sociology MA	3.5	3.31	No admits	3.40	3.44

Degree Program Percentage Change Year-to-Year
Change by Semester

Degree Program	Fall 2014- Fall 2015	Spring 2015- Spring 2016	Fall 2015- Fall 2016	Spring 2016- Sprin 2017
Comm Studies MA	0.30%	-6.00%	5.0%	6.3%
Creative Writ. MFA	+11.5%	3.30%	2.0%	2.9%
English MA	-4.00%	-10.50%	6.2%	10.0%
Spanish MA	0.90%	18.90%	-2.7%	-7.4%
History MA	4.70%	-9.00%	0.6%	9.6%
Political Science MA	3.10%	-3.40%	-6.8%	19.2%
Political Sci. MPA	-3.30%	5.10%	-3.2%	-7.3%
Psychology MA	-13.40%	NA	10.3%	NA
School Psych MA	7.60%	NA	-2.0%	NA
Clinical Psych MA	2.20%	NA	-1.1%	NA
Clinical Psych PhD	3.50%	NA	-1.0%	NA
Sociology MA	10.10%	-6.20%	-2.9%	3.9%

RELATED ITEM LEVEL 3

Ending CHSS's Graduate Admissions GPA Tracking

Action Description:

Starting with 2017-2018, CHSS will shift away from tracking incoming student GPA's and GRE scores, as these provide the College with little actionable data. Instead, the College will begin asking each graduate program to report student progress, time-to-completion, and graduation rates.

RELATED ITEM LEVEL 1

Increase Student Enrollments

Performance Objective Description:

The CHSS will increase both undergraduate and graduate student enrollments by specified amounts each year.

RELATED ITEM LEVEL 2

Increase Enrollments In Graduate Programs

KPI Description:

Increase enrollments in graduate programs by 10% in programs with space to grow.

Results Description:

In 2015-16, there were 964 graduate student enrollments for 5,643 credit hours. In 2016-2017, there were 951 graduate student enrollments for 5376 credit hours. These figures represented an 1.4% decrease in student enrollments and a 4.8% decrease in total graduate student credit hours.

RELATED ITEM LEVEL 3

Graduate Enrollment Actions

Action Description:

CHSS continues to work through the transition from in-person to on-line graduate programs. During the past two years, three of the fully-online graduate programs have undergone graduate program review. Each of these programs is in the process of implementing the resulting action plans. CHSS will continue to work with the programs to improve marketing, update curricula, and promote recruiting. Starting Fall 2017, these online programs will have access to additional scholarship money from SHSU Online.

RELATED ITEM LEVEL 2

Increase Undergraduate Enrollments

KPI Description:

Increase undergraduate majors in programs of college by 2%

Results Description:

In 2015-2016 (Summer 2015-Spring 2016), there were 4,648 undergraduate major enrollments and 119,738 total semester credit hours taught in CHSS. In 2016-2017 (Summer 2016-Spring 2017), there were 4,596 undergraduate major enrollments and 117,527 total semester credit hours taught in CHSS. These changes indicated a 1.1% decrease in major enrollments with an 1.8 % decrease in student credit hours.

In 2014-2015, CHSS recorded 4,541 undergraduate major enrollments for a total of 120,274 student credit hours. In 2015-2016 the figures were 4,648 undergraduate major enrollments for 119,738 hours. These changes indicated a 2% increase in major enrollments with an 0.4% decrease in student credit hours.

RELATED ITEM LEVEL 3

Undergraduate Enrollment Actions

Action Description:

CHSS will continue to work with all departments in an effort to increase recruiting for our programs. These efforts will include working with local community colleges and SHSU Online to draw in more transfer and non-traditional students to replace the enrollments that have been lost due to students taking Core Curriculum courses as dual-credit high school courses.

RELATED ITEM LEVEL 1

Periodic Graduate Program Review

Performance Objective Description:

The CHSS will complete a thorough program review of each of its graduate programs before August 2019.

RELATED ITEM LEVEL 2

Graduate Program Review Process

KPI Description:

The College will complete program reviews of all its graduate programs according to the following schedule: Review Year Program
2012-13 History MA 2013-14 School Psychology SSP 2015-16 Political Science MA 2015-16 Public Admin MA 2015-16
Communication Studies MA 2016-17 Sociology MA 2016-17 Spanish MA 2018-19 English MA 2017-18 Clinical Psychology MA 2018-
19 Clinical Psychology PhD Scheduled completion of the PSYC MA SSP review before closure of the 2013-2014 reporting cycle will indicate timely initiation of this process. All departments will fulfill the process by submitting thorough program self-studies conducted according to a rubric provided by the Office of Graduate Studies. Each department will then host on-campus visitors from peer institutions/programs to review the reports and to make further recommendations. Departments will conclude the process by submitting responses to visitors' reports and any additional program planning inspired by the overall program review.

Results Description:

During 2016-2017, CHSS successfully completed graduate program reviews of the MA in English, the MA in Sociology, and the MA in Spanish. All three programs receive good reports from the external reviewers and are working to implement proposed changes moving forward.

The English MA review was moved forward to support multiple transitions that are taking place in the English Department, including adding an MA in Technical Writing, revising the curriculum of the MFA in Creative Writing and Publishing, the presence of a new Department Chair, the transition to a new Graduate Director for the English MA, and the proposal of a dual degree program wherein students can receive both the MA in English and their MFA in Creative Writing and Publishing concurrently.

RELATED ITEM LEVEL 3

Graduate Program Review Actions

Action Description:

CHSS will continue to work with all of the program that have recently undergone graduate program reviews in an effort to implement suggested changes. In addition, CHSS will work with programs to document their ongoing efforts as part of the assessment process.

CHSS has no programs that are scheduled for review during 2017-2018, so we will focus our efforts on preparing our 2018-2019 candidates for their reviews.

Faculty Diversity

Goal Description:

CHSS will work toward improving the diversity of its faculty.

RELATED ITEMS/ELEMENTS -----

RELATED ITEM LEVEL 1

Monitor and Improve the Diversity of Tenure-Track Faculty

Performance Objective Description:

CHSS will gather data on the diversity of its tenure-track faculty at each rank to use as a baseline. The College will consider its efforts successful if it is able to report the diversity of its Professors, Associate Professors, Assistant Professors, and tenure-track faculty as a whole.

RELATED ITEM LEVEL 2

Gathering and Reporting Baseline Data on Faculty Diversity

KPI Description:

CHSS will gather and report on the diversity of its Professors, Associate Professors, Assistant Professors, and tenure-track faculty as a whole.

Results Description:

Based on data provided by Heather Varela, SHSU's Diversity Coordinator, CHSS's faculty have the following demographic profile:

Assistant Professors

In 2016-2017, there were 36 Assistant Professors in CHSS. Of these, 28 were reported as white, 5 as Asian, 2 as hispanic, and 1 as Black or African American. Additionally, 17 reported as female and 19 as male.

Associate Professors

In 2016-2017, there were 38 Associate Professors in CHSS. Of these, 29 were reported as white, 5 as Asian, 2 as hispanic, and 1 as Black or African American. Additionally, 19 reported as female and 19 as male.

Professors

In 2016-2017, there were 41 Professors in CHSS. Of these, 38 were reported as white, 2 as Asian, 1 as hispanic, and none as Black or African American. Additionally, 14 reported as female and 27 as male.

All tenure Track Faculty

In 2016-2017, there were 115 tenure-track faculty members in CHSS. Of these, 95 were reported as white, 12 as Asian, 5 as hispanic, and 2 as Black or African American. Additionally, 50 reported as female and 65 as male.

RELATED ITEM LEVEL 3

CHSS Hiring Actions

Action Description:

CHSS will continue to work with Heather Varela, SHSU's Diversity Coordinator, to ensure the use of best practices in all hiring. In addition, CHSS will continue to promote efforts aimed at ensuring diverse candidate pools for its searches.

RELATED ITEM LEVEL 3

Diversity of Tenure-Track Faculty Actions

Action Description:

CHSS will continue to gather and report demographic data on its tenure-track faculty. In future years, CHSS will report both the numbers of faculty in each category and the relative change in the numbers in each category.

RELATED ITEM LEVEL 1

Texas Workforce Commission Diversity Goal

Performance Objective Description:

The College will demonstrate progress toward achieving the University Affirmative Action Plan goals for 2016. This will be demonstrated by hiring patterns that result in relatively lower hiring goals for each of the categories reported in the 2017 Affirmative Action Plan. Such reductions will indicate that CHSS has made progress toward achieving the Plan's goals.

RELATED ITEM LEVEL 2

Sam Houston State University Affirmative Action Plan Goals

KPI Description:

CHSS will engage in hiring practices that reduce the number of positions included in the Texas Workforce Commissions hiring goals when comparing the 2017 goals to the 2016 goals.

Results Description:

The 2016 Sam Houston State University Affirmative Action Plan Goals, as filed with the Texas Workforce Commission, established the following goals:

Hire 18 African Americans

Hire 45 Hispanics

Hire 15 Females

The 2017 Sam Houston State University Affirmative Action Plan Goals, as filed with the Texas Workforce Commission, established the following goals:

Hire 16 African Americans

Hire 44 Hispanics

Hire 6 Females

While the decreased goals in 2017 represent progress toward meeting the overall university goals for the college, CHSS acknowledges that much work remains.

RELATED ITEM LEVEL 3

CHSS Hiring Actions

Action Description:

CHSS will continue to work with Heather Varela, SHSU's Diversity Coordinator, to ensure the use of best practices in all hiring. In addition, CHSS will continue to promote efforts aimed at ensuring diverse candidate pools for its searches.

Faculty Research Development

Goal Description:

The CHSS will identify and promote best practices for faculty research development.

RELATED ITEMS/ELEMENTS -----

RELATED ITEM LEVEL 1

Faculty Conference Participation

Performance Objective Description:

The CHSS will increase faculty activity at scholarly conferences.

RELATED ITEM LEVEL 2

Faculty Presentations At Scholarly Conferences

KPI Description:

Universities must not only produce new knowledge, but they must also disseminate this knowledge. Conference presentations are one method of disseminating knowledge. The college will collect data on the number of presentations at professional, peer-reviewed conferences and compare this with the previous year. Because these are peer-reviewed presentations, the quality of the research is also measured. The College will increase by 2% the number of per capita professional conference presentations by faculty in the college.

Results Description:

In 2016, 115 college faculty made 282 conference presentations for a per capita rate of 2.45. In 2015, the college faculty of 119 made 293 conference publications for a per capita rate of 2.46. This represents a decline of 0.4%.

RELATED ITEM LEVEL 3

Faculty Presentations

Action Description:

CHSS will continue to offer travel support to faculty in the various programs where appropriate. More strategically, the college will begin a review of the system of merit rewards, to ensure that scholarly and pedagogical activities not immediately resulting in peer--

reviewed publication nonetheless win the participating faculty rewards for their efforts.

RELATED ITEM LEVEL 1

Faculty Grant Activity

Performance Objective Description:

The CHSS will increase the number of grants submitted by college faculty and funded.

RELATED ITEM LEVEL 2

Increased Grant Submissions And Grant Funding

KPI Description:

One measure of the productivity of faculty is the number of outside grants funded. Outside funding shows that the research of the faculty is of high quality. The amount of funding varies by the discipline as do the funding opportunities. The College will collect data on the number and amounts of outside funding received by our faculty, as well as the number of grants submitted. These numbers will be compared to last year's numbers. The College will increase by 2% the per capita number of grants externally submitted and the percentage of submitted external grants that are funded. Measurements of per capita grant activity and grant success rates also will be analyzed.

Results Description:

In 2016, 115 CHSS faculty submitted 60 grant applications for a per capita submission rate of .52. CHSS faculty had 27 grants funded for a per capita success rate of .23. The submission success rate was 45%. The total amount of all grants awarded during 2016 was \$7,828,576.

In 2015, 119 CHSS faculty submitted a total of 35 grant applications for a per capita submission rate of .29. CHSS faculty had 20 external grants funded for a per capita success rate of .17. The submission success rate was 57%.

This data shows that in 2016 faculty members submitted grants at a higher per capita rate and had a higher per capita funding rate than 2015; however, the submission success rate fell from 2015 to 2016.

RELATED ITEM LEVEL 3

Faculty Grant Activity

Action Description:

CHSS is pleased with the increase in both per capita submission and per capita funding rates of grants CHSS will continue to work with faculty in an effort to promote both increased grant submission and grant funding rates.

RELATED ITEM LEVEL 1

Faculty Research Publications

Performance Objective Description:

The CHSS will increase the number of faculty involved in peer-reviewed publications.

RELATED ITEM LEVEL 2

Peer-Reviewed Publications

KPI Description:

Universities must produce new knowledge and understanding. The college will collect data on the number of peer-reviewed publications and compare this with the previous year. Because these are peer-reviewed publications, the quality of the research also is measured. The college will increase the per capita number of peer-reviewed publications by 2%.

Results Description:

In 2016, 115 faculty produced 282 peer-reviewed publications for a per capita production of 2.45. In 2015, 119 CHSS faculty produced 172 peer-reviewed publications for a per capita production of 1.44. This represents a 70.0% increase in the per capita rate of peer-reviewed publications. A large portion of this increase is attributable to the significant increase in publications within the English Department's Creative Writing Program.

RELATED ITEM LEVEL 3

Faculty Publications

Action Description:

Faculty research activity in CHSS continues to meet all expectations. The college will therefore maintain its commitment to promote and reward scholarship and principally to assist departments with research support money whenever appropriate.

Student Research Development

Goal Description:

The CHSS will promote the whole experience of students taking courses in the college: classroom activities, research opportunities, and presentation opportunities. The college will also monitor student graduation outcomes.

RELATED ITEMS/ELEMENTS -----

RELATED ITEM LEVEL 1

Student Research Objectives

Performance Objective Description:

The CHSS will increase the quality and quantity of both undergraduate and graduate student research publication activities.

RELATED ITEM LEVEL 2

Number Of Students Presenting And Publishing

KPI Description:

As research and scholarly activity increases with faculty, the college would like to see more students involved in the research process. The process of creating knowledge is essential to each discipline, and exposing students to this process provides quality instruction. The College will collect data concerning the number of peer-reviewed presentations and publications by undergraduate students and by graduate students and compare this to last year's data. The College will increase by 2% the number of undergraduate student and graduate students who are involved in research that result in publication or presentation at professional conferences.

Results Description:

In 2016, 68 undergraduate students made 77 conference presentations. In 2015, 40 undergraduate students made 49 conference presentations. There were 26 peer-reviewed graduate student publications in 2016.

In 2016, 96 graduate students made 81 conference presentations. In 2015, 103 graduate students made 72 conference presentations. There were 6 peer-reviewed undergraduate publications in 2016.

As the 2016-2017 reporting cycle comes to an end, CHSS is in the process of publishing the first issue of its undergraduate journal, *The Measure*.

RELATED ITEM LEVEL 3

Student Research

Action Description:

CHSS will look to support student research and travel for conference presentations as much as possible. These efforts will include working with graduate students to navigate the new process for receiving travel funds from the Office of Graduate Studies that were recently implemented for 2017-2018.

CHSS expects to build on the successful launch of our new interdisciplinary undergraduate journal during 2017-2018 to promote additional undergraduate research and publications.

Additional activities that will be explored during 2017-2018 include: introductory workshops for students in humanities and social sciences disciplines, canvassing of departmental clubs for students who are interested in and capable of conducting research, and canvassing of honor societies for students who are interested in and capable of conducting research.

Update to Previous Cycle's Plan for Continuous Improvement

Previous Cycle's Plan For Continuous Improvement (Do Not Modify):

For 2016-2017, CHSS will undertake a number of initiatives:

- 1) CHSS will continue to pursue growth of its graduate and undergraduate programs aiming to at least match the growth of the university as a whole.
- 2) CHSS will continue to emphasize scholarly productivity in the form of grants and publications among faculty. The college will also work to promote increased student research within its programs.
- 3) CHSS will take a careful look at its hiring process. The college will ensure the adoption of best practices and begin tracking and reporting on its efforts to diversify its faculty.
- 4) CHSS will work toward parity of funding for doctoral students in the college relative to doctoral students in other colleges.
- 5) CHSS will use a meta-assessment process to improve its assessment practices. This effort will seek two major goals: 1) identifying synergies between existing practices and assessment to reduce the workload created by assessment, and 2) identifying and supporting novel assessment practices that can reduce the burden of assessment on classroom faculty.

Update of Progress to the Previous Cycle's PCI:

- 1) CHSS did not achieve its growth goals with respect to undergraduate or graduate programs. With a revision of its scholarship policy for graduate programs and an influx of new money to support additional online scholarships planned for 2017-18, the College is hopeful that it will be able to increase its graduate enrollments moving forward. The College continues to develop innovative, new programs in an effort to attract additional undergraduate students.
- 2) CHSS's faculty continue to be productive in terms of research presentations, publications, and grant activity.

- 3) CHSS successfully implemented a series of best practices in hiring. In consultation with Heather Varela, SHSU's Diversity Coordinator, the College was able to increase representation of underrepresented groups in accord with the Texas Workforce Commission's hiring goals.
- 4) CHSS was able to increase the funding for its doctoral students; however, additional work remains to be done to achieve parity.
- 5) CHSS made progress on improving assessment practices. During 2016-2017, all programs received meta-assessment feedback, and several programs are using that feedback to improve their assessment processes. In addition, the Dean's Office is working with graduate programs to better align their annual assessment processes with the statutorily required graduate program reviews that occur on a 7-year cycle.

2016-2017 Plan for Continuous Improvement

Closing Summary:
During 2017-2018, CHSS will:

- 1) continue working with Heather Varela to scrutinize hiring processes to ensure best practices;
- 2) monitor the effects of the Office of Graduate Studies decision to centralize graduate student travel funds;
- 3) focus assessment efforts on helping programs gather actionable data (e.g., CHSS will shift from gathering admissions data (i.e., GPA's and GRE scores) to collecting performance data (e.g., retention, time to completion, etc.) for graduate programs.);
- 4) emphasize timely completion of all assessment-related reports; and
- 5) continue tracking enrollments (i.e., total students and semester credit hours) and faculty/student research productivity.
