

UNIVERSITY OF TEXAS OF THE PERMIAN BASIN  
SCHOOL OF BUSINESS  
FIRST ANNUAL MAINTENANCE REPORT  
JUNE 2006

This is the first annual maintenance report under the provisions of the accreditation maintenance program of the AACSB - International. This report is based on the Peer Review Team Report from the October 2005 accreditation PRT visit. Critical items are excerpted from that report to form the framework of this report.

The team specified that the following issues be addressed in the present report.

1. Academically Qualified/Professionally Qualified faculty definition Specific, formal definitions for these terms were formulated in the dean's office and adopted by the faculty in the Spring 2006 semester. We believe these definitions fully and faithfully meet the requirements for quality under the accreditation guidelines.

2. Intellectual Contributions

Discussion of intellectual contributions in terms of quality measurement have continued. The faculty has pledged to reconsider its Intellectual Contributions Index after three years of use. This implies a full re-examination of the IC Index in Fall 2007. At that time, we will evaluate the index in terms of its usefulness to us. We will also evaluate whether the index contributes to improvements in the quality of intellectual contributions activity. Quantity of those efforts will also continue.

3. Continued refinement of an Assurance of Learning (AOL) plan

This has been the second year of implementation of the MFAT as a basic AOL device. We continue to be in contact with other schools in our efforts to improve the AOL plan. In this academic year, we were also required to significantly modify our Institutional Effectiveness Plan for the Southern Association of Colleges and Schools (SACS). That effort was guided primarily by a SACS consultant. The process was conducted with a minor emphasis on consistency with AACSB requirements insofar as AOL is concerned.

At the time of the writing of this report, the University is in the process of hiring a full-time Institutional Effectiveness Director. The assistant dean of the School of Business is on the selection committee for that effort. The committee's recommendations will go to the Provost on June 5, 2006. The new director will hit the ground running and the first task for the School of Business is to help us reconcile SACS and AACSB requirements. The new director will also help us in the further refinement of our AOL plan.

4. Changes in programs and/or new program development No changes in programs. No new programs.

5. There is an immediate and critical need for:

- No fewer than 1 additional full-time staff support person for the School of Business Position has been budgeted to be in effect on September 1, 2006.
- Appropriate separate work space allocated for a copy/fax/mail

room that does not interfere with School of Business ongoing operations Space studies are under way. The new space should be available by the time the new administrative assistant begins work on September 1. The space will be near the current School offices. While UTPB was reviewed under the AACSB International Standards of April 23, 1991, the new process for accreditation adopted by the Board of Directors is being utilized. The first maintenance review will occur in five years with the expectation of a yearly updating of the Strategic Plan. With this in mind, the UTPB School of Business should annually update its Strategic Plan, in the form of Annual Maintenance Reports, on the following action items noted above.

The most recent Strategic Plan was adopted in August 2005. That plan is due for significant revision during the summer of 2006. The Mission Statement will also receive significant attention in the 2006-2007 academic year.

- Despite having an extremely diverse faculty, increasing the percentage of Hispanic faculty will help the School of Business advance its ability to serve its students. The School continues to be very sensitive to this need in all faculty hiring activities. We will aggressively search for such individuals in all such activities.

- Given a diverse, bi-lingual, student population, the School of Business should pursue more international business exchanges, study abroad programs, course trips, Fulbright awards, etc.

The School is currently exploring an opportunity in Dongying, China for an executive MBA program at the Petroleum University. The University President is due to visit Dongying in June, 2006 in the interest of furthering discussions on that possible joint venture.

Dr. Jose Castillo has filed grant proposal that would provide for a joint program with the Autonomous University of Chihuahua in Chihuahua City, Mexico. This grant is related to NAFTA and the La Entrada al Pacifico project. For these reasons, it appears to have a good chance of acceptance. The Dean and assistant dean have a trip to Chihuahua tentatively scheduled in July 2006 to explore the grant and other possibilities.

- The University must expand career services and increase awareness of career services to both BBA and MBA,NPA students. Special attention to the needs of graduate students is essential.

We are working with student services to explore opportunities for HSI grant monies to enhance services to graduate students, as well as further services to undergraduate students. Participation by graduate students continues to be low because of the nature of our graduate student population.

- As the School enrollment escalates, the need for a more formalized

organizational structure, i.e., departments and department chairs, will be essential. This will both improve ongoing operations as well as recruiting efforts. Chairs are needed to perform more discipline focused annual faculty performance reviews. In the interim, selected compensation for "area" coordinators is highly recommended.

The faculty developed a reorganization plan in Spring 2006. That plan specified the creation of an Associate Dean position with guidance on the division of duties between the new position and the existing Assistant Dean position. The faculty felt a departmental plan was not necessary at this time and would require more resources than the plan they adopted. That plan has been forwarded to the central administration. At the time of this writing, we are waiting for responses from the President and the Provost as to its status.

When the Business School Questionnaire (BSQ) for 2005-2006 was completed, it reflected a decrease in internal administrative support for the School of Business. The BSQ questions refer to actual loads in the year in question. The change from 2004-2005 to 2005-2006 occurred for two basic reasons. First, Dean Geralyn Franklin did not teach in the Spring 2005 semester. Her normal load was one course per year. The reason she did not teach was that we were nearing completion of the Self Evaluation Report (SER) for Initial Accreditation. Thus, the calculation for 2004-2005 was slightly inflated on a temporary basis. In Spring 2006, Dean Franklin taught a course per the normal pattern. This moved the coverage ratio slightly downward. Second, Assistant Dean William Jackson left the University in summer 2005. This resulted in Dr. Corbett Gaulden moving into the vacant Assistant Dean position. At the same time, we redistributed much of the work in graduate advising to the reformulated position of Coordinator of Business Studies. In that process, the job description of Ms. Deb Carroll became more inclusive, while that of the Assistant Dean became less inclusive of advising responsibilities. The result of those changes was a higher level of responsibility, a change in title (from Coordinator of Undergraduate Business Studies to Coordinator of Business Studies), and appropriate budgetary changes for the Coordinator and a relief of some graduate responsibilities for the Assistant Dean. We believe these changes resulted in a more sensible and efficient arrangement without diminishing services to students.

Future reports will focus on continuing improvements made in the School of Business with respect to the new AACSB-International standards. They will also provide an analysis in the environment in which the School operates and the impact of that environment on those operations.