

MCNAIR SCHOLARS PROGRAM

STRATEGIC PLAN 2005-2006

MISSION STATEMENT

The McNair Scholars Program informs, supports, prepares, and motivates first generation college students from low-income families for the rigors of doctoral education.

VISION STATEMENT

The McNair Scholars Program will increase the number of low-income, first generation college students who enroll in graduate programs with the ultimate goal of receiving a doctorate degree.

The McNair Scholars Program will

- inform the target population and the TTU community of the opportunities available to first generation college students from low-income backgrounds;
- select outstanding students from eligible population for participation in the program;
- provide information and experiences designed to prepare McNair Scholars for Graduate School; and
- provide services to promote academic excellence among Scholars.

The McNair Scholars Program values

- Educational opportunities for first generation college students from low income backgrounds
- Diversity
- Self-advocacy in higher education
- Undergraduate Research
- Mentoring
- Mutual respect
- Can-do attitude

Goals, Critical Success Factors, and Objectives (including Strategies and Assessments)

Goal 1. Outreach and Inform: Increase the awareness of opportunities provided by the McNair Scholars Program to first generation college students from low-income backgrounds.

Critical Success Factors

- Produce and distribute annual TTU McNair Scholars Research Journal.
- 100% of Scholars complete final research paper approved by Faculty Mentor as a scholarly work.
- Three articles per year in University Daily or other TTU publications.
- Host no less than 2 recognition events each year, one in the fall and one in the spring.
- Present to at least 3 student organizations/groups each year to target minority recruitment, and/or recruitment from our target population (first generation college students, and low-income students)
- Secure list of Pell Grant recipients from Financial Aid and mail or email recruitment information to them annually.
- Secure list of students documented as First Generation College Students from Admissions and mail or email recruitment information to them annually.
- Mail or email faculty and TRIO professionals concerning recruitment.

Objectives:

Objective 1.1: Utilize a variety of information dissemination processes to promote the McNair Program and to inform the campus and local community about the program.

Strategies:

- Provide information to coordinator of Undergraduate Research Brochure annually.
- Set up a McNair information booth at three information fairs per year.

- Advertise in at least three outside publications.
- Provide news releases spotlighting the program, an event, or a scholar success.
- Hold at least one recognition event each fall and spring semester.
- Run at least three ads in the University Daily announcing recruitment.
- Provide funding for Undergraduate Research Brochure.

Assessments:

- Number and type of events.
- Number and type of advertisement.
- Number and type of outside publicity.
- Number and type of recognition events each fall and spring.

Objective 1.2: Minimum of 6 recruitment activities during the recruitment period to inform potential Scholars of the opportunities offered through program participation.

Strategies:

- Send letters or emails to potential applicants.
- Notify faculty and staff of recruitment.
- Utilize email technology to notify TRIO professionals and TTU community of recruitment.
- Have flyers professionally designed and posted across campus.
- Increase utilization of McNair Scholars as recruiters.

Assessment:

- Minimum of 6 different recruitment activities were conducted.

Objective 1.3: Scholar volunteers will actively participate in at least three recruitment activities per recruitment period.

Strategies:

- Volunteer Scholars participate in information booths.
- Volunteer Scholars co-present at student organizations.

Assessment:

- Number and type of recruitment activities where Scholars participate.

Objective 1.4: Target minority, first generation college students, and low-income students during recruitment and publicity periods.

Strategies:

- Request time to present information on McNair at student organizations working with these populations.
- Obtain contact information on registered student groups from target populations and contact them directly with information on recruitment and request to present to their organization.
- Target the following populations: African American, Disabled, Hispanic, Native American, First Generation College, Low Income, Non-tradition, and TRIO Alumni.

Assessments:

- Documentation of specific activities targeting minority recruitment.
- Documentation of number and type of presentations

Objective 1.5: Compile, edit, and distribute a TTU McNair Scholar Research Journal each year to highlight Scholars' research.

Strategies:

- Scholars submit final research paper to McNair Staff in electronic and hard copy format.
- Program staff compiles research papers.
- Program staff submits rough copy of journal to publishing company or IT services for final copy of journal production (hard copy or online).

Assessments:

- Produce McNair Scholars Research Journal by January of each year.
- Journal available by March of each year.

Goal 2: Provide Support Services to Scholars to address academic and non-academic issues that impact the educational attainment and success of first generation college students from low-income backgrounds.

Critical Success Factors

- Retain 90% of Scholars in the program each year.
- 75% of Scholars receiving a bachelor's from TTU will graduate with a 3.0 GPA or better
- 50% of Scholars receiving a bachelor's from TTU will enroll in graduate programs
- 80% of McNair Scholars will rate the Program at 4 (strongly agree) or higher on a 5 point scale in response to whether they feel that their experience with the program will improve their chances of being accepted in a graduate program.

Objectives:

Objective 2.1: Provide tutors to Scholars on an as needed basis.

Strategies:

- Weekly meetings to closely monitor Scholars progress in classes.
- Scholars request tutors after exhausting other options.
- Tutors located and hired as needed.
- Tutors complete evaluation form to document tutoring.

Assessments:

- Weekly meetings document Scholar academic self-evaluation.
- Scholars request for tutors.
- Tutors hours of work and evaluations.

Objective 2.2: Monitor Scholar academic progress to ensure that: Scholars are maintaining their GPA, making a minimum of nine hours of progress per semester, and are not in need of tutoring or other assistance.

Strategies:

- Weekly meetings.
- Academic consultations.
- End of semester check in TechSIS.

Assessments:

- Scholars' GPA at the end of each semester.
- Scholars' make at least nine hours progress.
- Documented academic progress, referrals, and student action on referrals during weekly meetings and academic consultations.

Objective 2:3: Serve as advocates for Scholars in the University system

Strategies:

- Work closely with financial aid to trouble shoot Scholar's financial aid problems.
- Represent the interest and concerns of Scholars at the university level.
- Refer scholars to opportunities for professional and academic development
- Collaborate with other agencies on events and activities that will benefit Scholars.

Assessments:

- Documentation in Scholar's files of advocate activities

Objective 2:4: Monitor outside factors that may impact the student's educational performance and persistence

Strategies:

- Meet weekly with each Scholar to monitor academic and non-academic issues that may impact Scholar performance
- Review of Graduate Student Mentor and Faculty Mentor Evaluations for information on Scholar performance
- Collaborate with other university agencies to target services to Scholar's (University Counseling Center, Enrollment Management, and Financial Aid)
- Provide a McNair Scholars Home for students in the McNair office

Assessments:

- Weekly meeting documentation
- FM and GM evaluations on file
- Documentation of referrals

Objective 2.5: Serve as resource office for Scholars dealing with academic and personal issues.

Strategies:

- Maintain file of community and TTU resources.
- Monitor Scholars' needs for referral during weekly meetings.
- Provide crisis intervention/referral as needed.
- Maintain close working relationship with the Student Counseling Center; student legal service; Ombudsmen Office; student health.

Assessments:

- Number of referrals and recommendations.
- List of outside resources maintained.

Objective 2.6: Conduct end of the year student evaluation or program

Strategies:

- Students provided with evaluations
- Evaluation reviewed for scores and student remarks

Assessments:

- Hard copies of surveys
- Report of survey findings

Goal 3: Accountability: Provide services and information to promote accountability of program partners (faculty mentors, graduate student mentors, and Scholars)

Critical Success Factors

- 90% of new Scholars receive time management training at the beginning of their program.
- 100% of Scholars will review and sign McNair Scholarship Agreement at the beginning of their program participation which outlines requirements to successfully receive the scholarship and maintain program participation.
- 90% of graduating Scholars will submit a final research paper signed by their faculty mentor.
- 100% of new Faculty Mentors receive training on the mentoring experience annually
- 90% return rate on Faculty Mentor Evaluations
- 100% of new Graduate Student Mentors receive training on the mentoring experience annually
- 80% Of Scholars rating the faculty mentoring component as beneficial at a 4 or above on the end of the year student evaluation.

- 80% of Scholars rating the graduate student mentoring component as beneficial at a 4 or above on the end of the year student evaluation.

Objective 3.1: Provide Scholars with training in time management for college students, that will provide them the tools to monitor deadlines as well as to prioritize activities on a daily, weekly, and semester basis.

Strategies:

- Collaborate with ACTT or other campus entities to provide time management training
- Provide funding for all new Scholars to attend time management training which will include cost of materials as needed

Assessments:

- Documentation that 100% of new Scholars participate in time management training seminar or other acceptable make up activity.

Objective 3.2: Intake interviews will be conducted with all new Scholars prior to beginning the program to discuss the McNair Scholarship Agreement.

Strategies:

- Schedule one to one time with each new Scholar to reviewing program requirements and go over scholarship agreement.
- Scholars will sign the scholarship agreement in the intake interview and will be provided a copy of the agreement for their records

Assessments:

- Copy of signed McNair Scholarship Agreement maintained on file for all Scholars.

Objective 3.3: Scholars will receive training on conducting research

Strategies:

- Provide a workshop series in the summer for new scholars comprising of 6 workshops that address undergraduate research development.

Assessments:

- Documentation that all new Scholars completed research workshop activity or acceptable substitute.

Objective 3.4: Faculty Mentors will receive orientation training discussing the purpose of the McNair Scholars Program and the responsibilities of Faculty Mentors.

Strategies:

- Training for new Faculty Mentors will be provided either in a group meeting or individual one to one sessions to inform them of their duties as a Mentor, the purpose of the program, and the needs of our target population.
- New Faculty Mentors will receive a Faculty Mentor Handbook in their training session

Assessments:

- Documentation that all faculty mentors received training either in a group setting or through a one to one training session.

Objective 3.5: Faculty Mentors will be provided reminders concerning the faculty mentor evaluation form.

Strategies:

- Email reminders to faculty mentors concerning the return of evaluation forms
- Information will be provided to the Associate Director on those faculty mentors that have not submitted an evaluation form

- The Associate Director will follow up with faculty mentors that need to submit evaluations
- The Associate Director will address concerns of faculty mentors reported on evaluation forms

Assessments:

- Documentation of communication sent to faculty mentors on a monthly bases.

Objective 3.7: Conduct end of the year student evaluation or program

Strategies:

- Students provided with evaluations
- Evaluation reviewed for scores and student remarks

Assessments:

- Hard copies of surveys
- Report of survey findings

Goal 4: Leadership: To serve as leaders to promote the needs and successes of our target population, and the benefits of undergraduate research.

Critical Success Factors

- Collaborate with institutional partners on undergraduate research initiatives no less than once a year
- Program staff will chair or serve on local or state committees no less than once a year to promote opportunities for first generation college students, facilitate program development or recognition, improve staff development opportunities, and promote undergraduate research
- Scholars will participate in one community service project a year

Objective 4.1 Collaborate with HHMI and Honors on University Research Days.

Strategies:

- Collaborate with HHMI on Research Days
- Collaborate with Associate Vice President of Undergraduate Research
- Scholars will present at University Research Days

Assessments:

- Scholars and Program participates in University Research Days.

Objective 4.2 Utilize the Texas Association of Student Special Services Programs or the Southwest Association of Student Assistance Programs for committee involvement opportunities.

Strategies:

- Maintain active participation in TASSSP and SWASAP
- Associate Director and Counseling Specialist will attend either the annual TASSSP or SWASAP conferences each year
- Actively seek out committee participation

Assessments:

- Documentation of leadership opportunities obtained through TASSSP

Objective 4.3 Collaborate with the south plains area TRIO programs on events that highlight TRIO programs or TRIO participants

Strategies:

- Maintain good working relationship with fellow TRIO programs
- Collaborate on events and speaker to jointly support all programs
- Participate in one joint project annually

Assessments:

- Documentation of Staff participation in south plains area TRIO events

Objective 4.4 Assist Scholars in the development and planning of a community service activity.

Strategies:

- Obtain volunteers from Scholars to organize community service activity
- Provide support staff to assist in planning
- Distribute information on community service project at workshops

Assessments:

- Documentation of Scholars' community service activity