

Annual Report for AY 2017-2018
Psychology Strategic Plan

Mission *New Mexico Highlands University is a public comprehensive university serving our local and global communities. Our mission is to provide opportunities for undergraduate and graduate students to attain an exceptional education by fostering creativity, critical thinking and research in the liberal arts, sciences, and professions within a diverse community.*

Vision *Our vision is to be a premier comprehensive university transforming lives and communities now and for generations to come.*

Department/Program: **NMHU Psychology**

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Strategic Goals for 2020 Planning for FY18-FY21	Unit Goals	Unit Actions/Strategies	Measurable Outcome(s)	Person(s) Responsible	Indicators and Time Frame for Assessment	Date(s) for Review
<p>1. Highlands University will achieve academic excellence, academic integration and student success.</p>	<ol style="list-style-type: none"> 1. Improve undergraduate curriculum to better match students' interests and the professional expertise of the psychology faculty. 2. Improve lines of communication with Center Directors and Center Faculty. 3. Evaluate Contingent Faculty through formal process. 4. Expand the Master's program to improve student retention and graduation. 5. Conduct a search to fill the tenure-track-line in cognitive psychology. 	<ol style="list-style-type: none"> 1. Determine changes to the psychology undergraduate curriculum in psychology discussions. 2. Propose the curricular changes to Academic Affairs, the Dean, and the Provost. 3. If changes accepted, change the undergraduate catalog through the Registrar. 4. Use Zoom technology to broadcast all psychology meetings to the Center faculty. 5. On relevant occasions, include Center Directors in psychology departmental meetings. 6. Regular emails and phone calls between Chair and Center Directors to integrate psychology across locations 7. Design an MA Clinical/Counseling 	<ol style="list-style-type: none"> 1. Alternative psychology curriculum proposed and approved through University channels. 2. University catalog changed to reflect curricular changes. 3. Evidence of more contact between the Centers and the Main Campus in psychology showing increased email communication, more multi-campus meetings, and a survey of Center Directors and all Faculty. 4. MA program in Clinical/Counseling Psychology proposed and approved through university channels and included in the graduate catalog. 	<ol style="list-style-type: none"> 1. Ian Williamson 2. David Pan 3. Lara Heflin 4. Linda LaGrange 5. Nariman Arfai 6. Sarah Tracy 	<ol style="list-style-type: none"> 1. New undergraduate curriculum proposed; Fall, 2016 2. New undergraduate curriculum approved and incorporated into catalog; Spring, 2017 3. More contact with the centers as evidenced by Zoom meetings, and survey of satisfaction of increased integration between main campus and Centers administered to psychology faculty and Center Directors at Rio Rancho and Farmington. AY 2017-18. 4. MA program in Clinical/Counseling Psychology proposed and approved through university channels. Spring, 2017 	<ol style="list-style-type: none"> 1. Summer 2017 2. Summer 2018 3. Summer 2019

		<p>Psychology program with an alternative path to degree besides thesis.</p> <p>8. Submit a budget request, PA-1 and, if approved, conduct a search and screen process to hire a cognitive psychologist.</p>	<p>5. Increased enrollment and graduation rates in both graduate and undergraduate psychology programs.</p>		<p>5. Increased enrollment and graduation rates. Spring 2019, and onward.</p>	
Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)	Challenge(s)	Budget Consideration (Yes / No)		
<ol style="list-style-type: none"> Curriculum changes made Ongoing Evaluation of contingent faculty was completed Added non-thesis option to the psychology MS clinical track Successfully completed tenure track faculty search 	<ol style="list-style-type: none"> Spring 2018 Ongoing Spring 2018 Fall 2017 Summer 2018 	<ol style="list-style-type: none"> Continue with the updated curriculum Continued regular Zoom meetings with Center Faculty Continue the regularly scheduled evaluation of contingent faculty Continue to offer the non-thesis option Future searches should begin earlier 	<ol style="list-style-type: none"> None None None None The extraordinarily slow hiring process 	<p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>Yes</p>		

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<p>2. Highlands University will achieve strategic enrollment management.</p>	<ol style="list-style-type: none"> Actively, even intrusively, advise students in all phases of the program, to degree and beyond. 	<ol style="list-style-type: none"> Set up group advisement sessions for declared majors to counsel on what classes to take to most efficiently pass through 	<ol style="list-style-type: none"> Keep record of psychology majors, and group advisement sessions. 	<ol style="list-style-type: none"> Ian Williamson David Pan Lara Heflin 	<ol style="list-style-type: none"> Group advisement sessions set up; Spring 2017 Documented advising activity in D2L; Ongoing 	<ol style="list-style-type: none"> Summer 2017 Summer 2018 Summer 2019

	<ol style="list-style-type: none"> 2. 2. Expand course offerings, especially at the Centers. 3. 3. Partner with the Office of Strategic Enrollment Management (SEM) and University Relations (UR) for recruitment, retention, and graduation of students. 4. 4. Actively recruit graduate students nationally through a GRE search process. 	<p>Highlands with a psychology major.</p> <ol style="list-style-type: none"> 2. Individually contact advisees close to graduation to ensure completion. 3. Partner with SEM and UR to develop promotional materials and an updated psychology website. 4. Contact prospective graduate students annually through email after obtaining names from a national GRE search. 	<ol style="list-style-type: none"> 2. Document individual advisement sessions and attempted contacts on Degree Audit in Banner 3. The creation of updated promotional materials and website. 4. Maintain record of GRE search activity through budget. 		<ol style="list-style-type: none"> 3. Increased enrollment and graduation rates in psychology; Spring 2019 and onward. 4. 4. Psychology recruitment materials developed with SEM and UR office; Fall, 2016. 5. Psychology website developed; Spring, 2017. 6. Document the GRE search; every Spring 	
Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)	Challenge(s)	Budget Consideration (Yes / No)		
<ol style="list-style-type: none"> 1. Each student is assigned a psychology faculty advisor 2. The assigned faculty advisors meet with all seniors to check on degree progress. Also schedule group meetings with upperclassmen to help with advisement. 3. We have begun work on the website, but have not worked extensively with UR or SEM 4. Done every year 	<ol style="list-style-type: none"> 1. Ongoing 2. Ongoing 3. Spring 2019 4. Ongoing 	<ol style="list-style-type: none"> 1. Continue the practice 2. Continue the practice 3. Meet with SEM and UR representatives 4. Continue practice 	<ol style="list-style-type: none"> 1. Making the assignments in a timely manner 2. Remembering to schedule the meeting 3. Finding the time to meet 4. Remembering to do it in a timely fashion 	<p>No</p> <p>No</p> <p>No</p> <p>Yes</p>		

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3. <i>Highlands University will achieve a vibrant campus life.</i>	<ol style="list-style-type: none"> Promote the activities of Psi Chi, our student organization in providing interesting student-driven activities. Support students performing research projects and presenting these projects on campus, regionally, and nationally. Work with the Foundation and Girard Fellowship Donors to establish research funds for psychology, sociology, and anthropology students. 	<ol style="list-style-type: none"> Work with the Psi Chi student organization to establish fun and educational activities on campus, invite speakers, and encourage student participation in conferences regionally and nationally. Meet annually or bi-annually with Albert Girard and the foundation to maintain and grow research grants opportunities for students in the social and behavioral sciences. 	<ol style="list-style-type: none"> Attendance of faculty at Psi Chi meetings at least twice per semester. Record of invited speakers and student participation at conferences each year. Ongoing discussions with the Foundation and the Girards, continued contributions to and growth of the fund, and continued funding for student research through this opportunity. 	<ol style="list-style-type: none"> Ian Williamson David Pan Lara Heflin Linda LaGrange 	<ol style="list-style-type: none"> Number or speakers invited; Spring 2018 Record of Psi Chi activities on campus; Summers annually Record of student participation in conferences; summers annually Meetings with the Girard and tracking of number of research projects and amount of money provided to student research in psychology; Spring, annually 	<ol style="list-style-type: none"> Summer 2017 Summer 2018 Summer 2019

Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)	Challenge(s)	Budget Consideration (Yes / No)
<ol style="list-style-type: none"> Promote outreach to undergraduate and graduate students to participate in NMHU student organizations (ongoing) Assist students in performing research 	<ol style="list-style-type: none"> Students participated in both the Rocky Mountain Psychological Association (RMPA) and Western Psychological Association (WPA) conferences (completed Spring 2018). 	<ol style="list-style-type: none"> Because of the HLC probabtion, the PsiChi chapter was inactivated. We plan to recharter the organization Fall 2018 	<ol style="list-style-type: none"> Creating a renewed interest among students to reestablish the organization 	

<p>and disseminate results at regional conferences (ongoing).</p> <p>3. Work with the Foundation and student senate to establish research funds for psychology students (ongoing).</p>	<p>2. Students applied to, and received research funds from the Girard fellowship and student senate (completed spring 2018)</p>			<p>3.Yes</p>
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<p>4. Highlands University will be a community partner.</p>	<p>1. Actively manage our relationships to practicum sites around San Miguel County.</p> <p>2. Volunteer in the community and offer professional and practical psychological guidance to community partners.</p> <p>3. Partner with outside entities in research, teaching, and service to community.</p>	<p>1. Email, phone, and set up meetings with community partners who could potentially oversee the practicum experiences of our graduate students in clinical/counseling psychology.</p> <p>2. Volunteer and partner with the community in various service, research, teaching, and advising capacities.</p>	<p>1. Record of community partnerships with practicum sites.</p> <p>2. Record of volunteer time spent in the community, and number of partnerships with the community established.</p> <p>3. Record or varying types of activities in the community such as advising, teaching, leading, volunteering, etc.</p>	<p>1. Ian Williamson</p> <p>2. David Pan</p> <p>3. Lara Heflin</p> <p>4. Linda LaGrange</p> <p>5. Nariman Arfai</p> <p>6. Sarah Tracy</p>	<p>1. Record the number of active practicum sites, and a list of the practicum supervisors.</p> <p>2. Keep supervisors' reviews of graduate students.</p> <p>3. Faculty members' documentation of service activity with community in annual report of activities.</p>	<p>1. Summer 2017</p> <p>2. Summer 2018</p> <p>3. Summer 2019</p>
<p>Action Status w/Description (Achieved, Ongoing, Stop)</p>	<p>Completion Date(s)</p>	<p>Recommendation(s)</p>		<p>Challenge(s)</p>		<p>Budget Consideration (Yes / No)</p>
<p>1. Climate Awareness Summit that included representatives</p>	<p>1. April 28, 2018</p>	<p>1. The event will continue as an annual event. The organizing committee is intact and will be planning next year Climate Awareness Summit</p>		<p>1. Advertising</p>		<p>Set up event account with NMHU Foundation</p>

<p>from area government agencies, nonprofit environmental groups, NMHU student groups, community members, and prominent speakers.</p> <p>2. Psychology faculty member participates with SBIST Committee</p> <p>3. Faculty participation in local high school behavioral research for science fair</p> <p>4. Faculty collaboration with NMSU NIH grant</p> <p>5. Practicum sites are established each year</p>	<p>2. Ongoing</p> <p>3. Ongoing</p> <p>5. Ongoing</p>	<p>2. Continue</p> <p>3. Continue</p> <p>5. Continue</p>	<p>2. Available time</p> <p>3. Available time</p>	<p>No</p> <p>No</p>
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<p>5. Highlands University will achieve technological advancement and innovation.</p>	<p>1. Use Zoom, D2L and other modern distance technologies to offer distance courses or support face-to-face courses.</p> <p>2. Maintain psychology experimental and clinical laboratories with modern technological equipment, and the</p>	<p>1. Faculty will use modern technologies for meetings, student and community outreach, teaching, and distance education.</p> <p>2. Faculty will monitor, update, use, and encourage student use of modern clinical and experimental laboratories on the main campus.</p>	<p>1. Documentation of training or use of various technologies to enhance the classroom experience.</p> <p>2. Record of use and modifications to the clinical and experimental laboratories for</p>	<p>1. Ian Williamson</p> <p>2. David Pan</p> <p>3. Lara Heflin</p> <p>4. Linda LaGrange</p> <p>5. Nariman Arfai</p> <p>6. Sarah Tracy</p>	<p>1. Faculty will report use of various modern technologies to the Chair.</p> <p>2. Chair will keep an updated description of the clinical and experimental laboratories in psychology.</p> <p>3. Faculty will describe their use of</p>	<p>1. Summer 2017</p> <p>2. Summer 2018</p> <p>3. Summer 2019</p>

	<p>expertise to use them. 3. Maintain proficiency in statistical software.</p>	<p>3. Faculty will maintain proficiency in quantitative analytic software such as SAS and SPSS, and will train students in the use of this technology. 4. Faculty will use teaching software and up-to-date video presentations in their teaching.</p>	<p>psychological research. 3. Ongoing proficiency and use of various statistical packages for research and completion of theses.</p>	<p>technology, and their teaching of technology to students, in their annual report of activities.</p>	
Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)	Challenge(s)	Budget Consideration (Yes / No)	
<p>1. Online course offerings have increased steadily 2. The psychology lab physiological measures software was put back online 3. Delayed</p>	<p>1. Ongoing 2. Spring 2018 3. Spring 2019</p>	<p>1. Continue to focus on establishing quality online course offerings 2. Add other components to the AD Instrument Lab 3. Upgrade the psychology computer lab with new computers</p>	<p>1. Scheduling 2. Cost 3. Cost</p>	<p>Yes Yes Yes</p>	

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<p>6. Highlands University will achieve enhanced communication and efficiency.</p>	<p>1. Be broadly inclusive of Center faculty and directors in all discussions and decision-making processes related to psychology. 2. Faculty have ongoing open communication with students, staff, and community partners to advance unit-specific goals. 3. Actively dialogue with Central New Mexico, San Juan College, and other</p>	<p>1. Hold regular departmental meetings with faculty at main campus and centers. 2. Have as needed communication with Center Directors on email, via Zoom or ITV, and on phone to clarify Center-specific issues on recruitment, retention, distance education arrangements,</p>	<p>1. Record of departmental meetings that are inclusive of Center faculty. 2. Survey showing improved communication between Centers and the main campus in psychology. 3. Documentation of collaboration between students</p>	<p>1. Ian Williamson 2. David Pan 3. Lara Heflin 4. Linda LaGrange 5. Nariman Arfai 6. Sarah Tracy</p>	<p>1. A record will be kept of the number of departmental meetings, and the agendas of these meetings which include faculty from the main campus and the Centers. 2. Updated Articulation Agreements with Central New Mexico and San Juan College.</p>	<p>1. Summer 2017 2. Summer 2018 3. Summer 2019</p>

	<p>community colleges or feeder institutions to improve success of transfer students.</p> <p>4. Support a more active role for the Centers and integration of Centers with the main campus by proposing tenure-track lines when enrollment makes this viable.</p>	<p>classroom scheduling, and articulation agreements.</p> <p>3. 3. Meet with students as academic and club advisors.</p> <p>4. 4. Communicate with community partners to ensure the achievement of mutually beneficial goals.</p> <p>5. 5. Set up an active communication between psychology, the University, and community college leaders to ensure a smooth and effective transition for transfer students.</p> <p>6. 6. Submit a budget request, PA-1 and, if approved, conduct a search and screen process to hire a tenure-track faculty psychology at the Centers if viable.</p>	<p>and faculty, faculty at multiple sites, faculty and Center directors, and faculty and community partners.</p> <p>4. Record of communication with community colleges who have an articulation or potential articulation agreement with Highlands.</p> <p>5. Conversion of Center lines to tenure-track positions after enrollment is sufficient.</p>		<p>3. Increase in number of tenure-track faculty at Centers.</p>	
<p>Action Status w/Description (Achieved, Ongoing, Stop)</p>	<p>Completion Date(s)</p>	<p>Recommendation(s)</p>	<p>Challenge(s)</p>	<p>Budget Consideration (Yes / No)</p>		
<p>1. Ongoing 2. Ongoing 3. Ongoing 4. Proposed</p>	<p>1. Ongoing 2. Ongoing 3. Ongoing 4. Request for TT position in Farmington made in 2018-2019 budget request</p>	<p>1. Continue current practices 2. Continue scheduling advising meetings with Psychology majors 3. Faculty members in Rio Rancho and Farmington will continue to reach out to CNM and SJC 4. Follow-up to see that request is approved</p>	<p>1. Zoom availability has reduced the challenges 2. Scheduling times 3. Time 4. Administrative approval</p>	<p>1. No 2. No 3. No 4. Yes</p>		

