

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: **Department of History and Political Science**

Main Contact: Dr. Elaine Rodriguez. **Email:** _____ **Phone:** _____

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>	<p>a.) Create stronger undergraduate & graduate programs. b.) Improve academic advising c.) Diversify course offerings d.) Foster student contact with prospective employers e.) Involve students in both faculty research projects and community research projects</p>	<p>a) Rework the Law program and turn it into a Legal Studies Program b) Position posing on People Admin. For Law position Fall 2019 c) Position posting on People Admin. For American History position Fall 2019. d) Institute a system wherein all majors must meet with a discipline advisor each semester before registering for classes e) Create a documentation system to track the advising of majors f) Undertake a systematic review of all programs g) Create new courses h) Complete new Outcomes Assessment plans I) Review and revise our department's <i>Graduate Handbook</i> J) Conduct exit survey for our Majors/Minors/M.A.s. k) Encourage students to go to the annual Career Fair L) Place more students in internships and practicums</p>	<p>a.) Institute a systematic (program) review of academic programs to be completed by Fall 2019, with revised curriculum proposals being submitted to Academic Affairs. b.) Send the Legal Studies Program proposal to Academic Affairs in Fall 2019 c.) Have two new courses taught by the end of the Fall 2019 semester. d.) Have 75% of all majors meeting with a discipline advisor 2018-2019 e.) Implement all Outcomes Assessment Plans by Fall 2019 f.) Reach a 50% response rate for the exit survey</p>	<p>Chair working with department faculty.</p>	<p>Meetings at the start, the mid-point, and the end of each semester, to be coordinated by the Chair.</p>	

Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)	Challenge(s)		Budget Consideration (Yes / No)
Dr. Rodriquez has updated the Legal Studies proposal as a concentration in Political Science. Also, a Paralegal certification.	Fall 2019	- Complete paperwork and approval from Academic Affairs. Faculty Search for PreLaw/Legal Studies Concentration.	Budgetary constraints	YES	
Created Documentation System to Track the Advising of Majors; tried last Spring semester to obtain a list of majors from OIR but got no reply.	Fall 2018_Spring 2019	Faculty meet with students during the semesters for advising and to make sure students were on track to graduate.	None	NO	
POLS 450.550 Leadership and Organizational Dynamics	Fall 2019	POLS450_550 Leadership and Organizational Dynamics will be proposed as a new course offering through Academic Affairs.			
<u>MA Graduate Completions</u> Mr. Salvador Suarez-Martinez Mr. Franciso Apodaca Mr. Abenico Baldonado Mr. Stephen Salas	Fall 2018 and Spring 2019				
Program Reviews completed	Spring 2019	Recommendations for Fall 2019/Spring 2020—three (3) FTEs. American History and PreLaw position posted Summer 2019 for Fall 2020 hire.			
Outcome Assessment Plans/Data completed	Fall 2018_Spring 2019				
All Faculty completed bi-annual evaluations and met or exceed bi-annual evaluations	Fall 2018				

Selected and awarded three Graduation Assistantships and worked with students on professional development	Fall 2018 and Spring 2019			
---	---------------------------	--	--	--

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><i>2. Highlands University will achieve strategic enrollment management.</i></p>	<p>a.) Expand the number of undergraduate students/majors/minors b.) Expand the number of graduate students</p>	<p>a.) Revive the PreLaw program with a concentration in Legal Studies and a Paralegal Certificate. b.) Contact the Foundation and work with History and Political Science alumni to create scholarships for students in our disciplines c.) Continue working with Web Content Manager / University Relations to improve the departmental website d.) Work with Enrollment Management to increase the department’s public profile e.) Execute GRE Search f.) Participate in university-wide recruitment and advising efforts g.) Rewrite promotional materials</p>	<p>a.) Completed GRE Search process by February 2020 b.) Updated departmental website in place by January 2020. c.) Revision completed of department’s promotional materials by January 2020. d.) Legal Studies proposal to Academic Affairs by Fall 2019. e.) Revision of Welcome letters to prospective students in place by February 2017, and revise yearly.</p>	<p>Chair working with department faculty.</p>	<p>Meetings at the start, the mid-point, and the end of each semester, to be coordinated by the Chair.</p>	
Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)		Challenge(s)	Budget Consideration (Yes / No)	
<p>Creating a new brochure for History and Political Science</p> <p>All “Welcome Letters” handled on an individual basis by the Chair through</p> <p>Chairs- Dr. Williams and Dr. Rodriquez participated in Freshmen Orientations.</p>	<p>Fall 2019</p> <p>Spring 2018 and updating yearly</p> <p>Summer 2018 and 2019</p>	<p>-</p>		<p>- Budgetary constraints - Non-replacement of FTEs</p>	<p>-</p>	

Creating datebase with POLSCI graduates to complete program survey	Fall 2019			
--	-----------	--	--	--

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>3. Highlands University will achieve a vibrant campus life.</p>	<p>a.) Raise the department’s profile on campus b.) Get students more actively involved in departmental and university activities.</p>	<p>a.) Undertake the programming of university events (films, symposia) b.) Continue supporting and advising the Political Science Club c.) Create/expand student organizations/groups and activities connected with the department’s disciplines d.) Inform and encourage students to join/attend events. f.) Use the university’s Public Relations mechanisms to “get the word out” about our department and what we do g.) At every department meeting determine one person/accomplishment that we want to highlight h.) Hold a reception in the spring for majors/graduates.</p>	<p>a.) Hold two Symposia per year; record numbers of attendees at each event b.) Sponsor two discipline-related events per year (Constitution Day; Women’s History Month; Black History Month) c.) Send department news to Public Relations at least once per month</p>	<p>Chair working with department faculty.</p>	<p>Meetings at the start, the mid-point, and the end of each semester, to be coordinated by the Chair.</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>Dr. Rodriquez presented Sabbatical research.</p> <p>Dr. Rodriquez advisor for Pi Sigma Alpha—Political Science Honor Society</p> <p>Drs. Linder and Rodriquez serve on the Graduate Council.</p> <p>Dr. Rodriquez served on Academic Affairs, and the</p>	<p>Professional Development, Fall 2018</p> <p>Recruiting students 2018_2019</p> <p>Fall 2018-Speing 2019</p> <p>Fall 2018_Spring 2019</p>	<p>-</p>	<p>-</p>	<p>-</p>		

<p>HED Statewide Core and Policies subcommittees, Faculty Senate, and Campus Budget and Planning Committee</p> <p>Dr. Linder participated in Constitutional Day—held “Constitution Jeopardy” program in the lobby of the Student Union.</p> <p>Dr. Rodriguez’ class POL316 went to NM State Capital. Some students attended the LV/Mora day at the State Legislature</p>	<p>Fall 2018</p> <p>Spring 2019</p>			
--	-------------------------------------	--	--	--

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>4. Highlands University will be a community partner.</p>	<p>a.) Foster relations with local/state/national entities that connect up with our disciplines b.) Establish partnerships that connect students with possible internships and career opportunities c.) Raise the profile of the department in the larger community.</p>	<p>a.) Work with Ron Garcia to increase internship opportunities and to get internships for our students b.) Invite local leaders, museum directors, politicians, etc. to attend our classes c.) Take/send students to museums, the State Legislature, the State Archives, etc. d.) Sponsor student participation in local/state/national conferences and meetings</p>	<p>a.) Place two students per year in local/regional internships. b.) Solicit formal feedback regarding internships from Ron Garcia c.) Sponsor a student to attend the Domenici Institute at NMSU d.) Provide a report at department meetings of all instances of classroom visits by outsiders and all discipline-related student activities</p>	<p>Chair working with department faculty.</p>	<p>Meetings at the start, the mid-point, and the end of each semester, to be coordinated by the Chair.</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>Recommended students to apply for Voter Reporters for San Miguel County Edison Research.</p> <p>Dr. Rodriguez' Classes— POLS312, POLS314 and POLS316 are required to complete a Community Civic Engagement Activity</p> <p><u>Internships:</u> Mr. Dennis Aragon internship at New Mexico Legal Aid.</p>	<p>Fall 2018</p> <p>Fall 2018 & Spring 2019</p> <p>Graduate –2020</p>	<p>-</p>	<p>-</p>			

<p>Katrina Gutierrez internship at Office of District Attorney</p>	<p>Graduated Spring 2019 accepted into the MA program, concentration Governmental and Political Processes.</p>			
<p>Jessey Martinez internship with Chico Gallegos Law Firm</p>	<p>Hired to a full-time position.</p>			
<p>Michelle Martinez internship with.</p>	<p>Graduated 2019; accepted into the MA program, concentration Southwest History.</p>			
<p>Anthony Miller internship with NMHU Security Dept.</p>	<p>Graduated in Spring 2019</p>			

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>5. <i>Highlands University will achieve technological advancement and innovation.</i></p>	<p>a.) Incorporate technology into some of our instruction. b.) Increase the department's media footprint c.) Increase e-resource use by students</p>	<p>a.) GIS training for students b.) Provide students with an orientation to e-resources. c.) Work with the Donnelly Library to boost our online access and holdings d.) Offer courses via distance technology. e.) Take advantage of CTE's technical trainings</p>	<p>a.) Offer at least two distance education classes in each discipline per year. b.) Hold one GIS training for students each year. c.) Include e-resources lessons as part of all courses in Research Methods</p>	<p>Chair working with department faculty.</p>	<p>Meetings at the start, the mid-point, and the end of each semester, to be coordinated by the Chair.</p>	
Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)		Challenge(s)		Budget Consideration (Yes / No)
<p>Students receive e-resources training in the following courses: HIST 301, HIST/POLS 620, POLS 520.</p> <p>Drs. Rodriquez and Linder did multiple trainings in Brightspace and ZOOM</p> <p>Courses: POLS 312 and POLS314 adopted for Online Asynchronous; POLS 450.550 Leadership and Organizational Dynamics adopted for Online Synchronous Hist 344 and Hist 452.552 adopted for Online Synchronous</p> <p>Dr. Rodriquez mentored students with GIS and Voter Participation</p>	<p>Fall 2018 and Spring 2019</p> <p>Fall 2018 and Spring 2019</p> <p>Fall 2018 and Spring 2019</p> <p>Spring 2019</p>	<p>-</p>		<p>-</p>		<p>-</p>

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>6. <i>Highlands University will achieve enhanced communication and efficiency.</i></p>	<p>a.) Increase our web presence. b.) Maintain regular contact with Public Relations and inform this office of departmental news. c.) Work with Edward Martinez on recruitment and advertising. d.) Increase the number of department meetings to take on the new responsibilities. e.) Increase the department's working efficiency.</p>	<p>a.) Hold a least one department meeting per month. b.) Work with Sean Weaver to improve the department's website c.) Undertake a comprehensive review of all departmental forms and documents.</p>	<p>a.) Improved website ready by September 2017. b.) All forms updated and in fillable-PDF format by Fall 2019 c.) No department meeting to go beyond 75 minutes</p>	<p>Chair working with department faculty.</p>	<p>Meetings at the start, the mid-point, and the end of each semester, to be coordinated by the Chair.</p>	
Action Status w/Description (Achieved, Ongoing, Stop)	Completion Date(s)	Recommendation(s)		Challenge(s)		Budget Consideration (Yes / No)
<p>Department meetings held at least once a month; the 75-minute rules generally kept.</p> <p>All forms in writable-PDF form.</p> <p>Working with University Relations to update, and revise website content for the department.</p>	<p>Fall 2018 and Spring 2019</p> <p>Fall 2018; revise yearly</p> <p>Spring 2019</p>	<p>-</p>				