

## Office of the Provost

### Academic Affairs

### Administrative Unit Assessment

FY 19 (July 2018-July 2019)

#### Department and Assessment Report Information

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For which department or area are you reporting?	Office of the Provost
What is the name and MGA email address of the person responsible for this report?	Jon Anderson jon.anderson@mga.edu

#### Departmental Mission and Goals

The mission and goals of the department should be consistent over a 5 year period, although some institutional changes may necessitate and prompt a change in mission or goals for specific departments. In this section, you will report the mission statement for your department as well as the long term goals (5 year range) for the department.

<b>What is the mission statement for this department/area? Your mission should explain why the department/area exists and who it serves.</b>	The Office of the Provost oversees all academic matters at middle Georgia State University. Our purpose is to build effective schools that teach successful students.
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<b>What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.</b>	Grow enrollment with purpose Own student success Build shared culture Shape the academic program portfolio Implement the academic strategy
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## Objectives

Each year, every department should identify objectives the department hopes to accomplish in the next year. These should align with departmental goals and the MGA strategic plan. In the next section you will be reporting on the objectives you set and whether or not you achieved them in FY19. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY20.

### Objective 1

<b>Objective 1: What was this department's first objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</b>	Updating and clarifying the MGA Academic Identity and Strategy
<b>Objective 1: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</b>	The creation of documents and implementation of strategy.
<b>Objective 1: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)</b>	100% implemented
<b>Objective 1: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)</b>	100% implemented
<b>Objective 1: Did your department meet this objective?</b>	The department met this objective.
<b>Objective 1: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</b>	In Spring of 2018, we developed a document titled "Academic Identity and Strategy." I updated that document early in the year based on feedback from discussion with the senate and others on campus. This effort was followed this year with a document titled "Academic Strategy and Structure." Based on that analysis, we pursued a review of the organizational structure of Academic Affairs and determined the long-term needs of the institution and its students would be best served by creating six professional schools. This structure has been implemented, leadership has been hired and the new schools are functioning as of July 1st. This effort will be enhanced by moving advisors into the professional schools and our efforts to build school-level strategic plans during the fall semester of 2019. This structure will allow for the university to grow big, while schools still feel small. Students are now assigned to a school and an advisor at the point of

	admission and begin the process of assimilating into the school from their first contact with the university.
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## Objective 2

<b>Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</b>	Complete the implementation of clear academic programming and assessment systems
<b>Objective 2: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</b>	Level of implementation and compliance
<b>Objective 2: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)</b>	100% Implementation
<b>Objective 2: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)</b>	100% Implemented, improvements being honed
<b>Objective 2: Did your department meet this objective?</b>	The department met this objective.
<b>Objective 2: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</b>	The first round of assessments was complete in the summer of 2018 and analyzed by the Institutional Effectiveness Board of the Senate. They are now posted to the IR web site. As July is assessment month for the institution, academic and administrative assessments are being collected now and analyzed by IR. An additional analyst was hired in IR to manage the qualitative portions of the assessment process.

### Objective 3

<b>Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</b>	Fully implement the CCG and Momentum Year initiatives
<b>Objective 3: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</b>	Implementation of various objectives
<b>Objective 3: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)</b>	80-100% implementation
<b>Objective 3: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)</b>	estimated at 80%
<b>Objective 3: Did your department meet this objective?</b>	The department met this objective.
<b>Objective 3: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</b>	All initiatives are in process and ongoing. As the system moves from "Momentum Year" to the "Momentum Approach" we are working to adjust our processes and thinking to account for four-year planning regarding CCG and Momentum approach initiatives. We are making good progress on each of the multiple initiatives. Student affairs and Enrollment Management have been a valuable partners in this process. This process of implementation and adjusting will be ongoing.

#### Objective 4

<b>Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</b>	Launch MGA Direct
<b>Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</b>	Courses and programs on the schedule and recruitment underway
<b>Objective 4: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)</b>	5 or more MGA Direct programs
<b>Objective 4: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)</b>	11 programs implemented
<b>Objective 4: Did your department meet this objective?</b>	The department exceeded this objective.
<b>Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</b>	MGA Direct is launched and enrolling students for the fall semester. Marketing is promoting the program, courses are on the books, advisors have been identified and are being trained. A template within D2L has been implemented so that students will have a similar look and feel across classes within programs. We will continue to monitor the progress and enrollment, making adjustments as needed.

## Future Plans

<p><b>Please identify at least four measurable objectives for the next fiscal year. In listing the objectives, please use the format shown in these examples.1) The Department of X will improve services levels by 5% as measured by our satisfaction survey. 2) The department to X will provide training in ABC for at least 73 MGA faculty and staff.</b></p>	<p>1) Sharpen and Focus Academic Program Pathways (Grow Enrollment with Purpose): This will be measured by enrollments and credit hours at graduation.</p> <p>2) Building School-Level Strategy (Own Student Success): this will be measured by whether or not school-level strategic plans are built and being implemented.</p> <p>3) Develop Leadership at the Dean and Chair Level (Build Shared Culture): This will be measured by the level of interaction between the Provost, Deans, and Chairs.</p>
<p><b>Based on this assessment, please share your thoughts on the current status and future direction of this department or area.</b></p>	<p>The Division of Academic Affairs has a significant number of moving parts, all aimed at accomplishing our three institutional strategic imperatives: Grow Enrollment with Purpose, Own Student Success, and Build Shared Culture. Our efforts in the coming year will focus on building school-level strategy and closely linking students to a school from admission through graduation. We also must work on budget and instructional workload management to make sure we are using all resources wisely.</p>

Form run:

Tuesday, January 14, 2020