

College of Arts & Sciences

Academic Affairs

Administrative Unit Assessment

FY 18 (July 2017-July 2018)

Department and Assessment Report Information

Prepared on:8/3/2018 11:19:01 AM	By:debra.matthews@mga.edu
For which department or area are you reporting?	College of Arts & Sciences
What is the name and MGA email address of the person responsible for this report?	Drs. Williams, Matthews, and Sun ron.williams@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.

What is the mission statement for this department/area? Your mission should explain why the department/area exists and who it serves.	Realizing that a modern college education is grounded in a firm understanding of broad topics across the Humanities, Sciences, and Mathematics, the faculty of the College of Arts & Sciences is committed to providing excellent instruction in both Core Curriculum courses and in upper-level courses leading to the baccalaureate degree. The College of Arts & Sciences offers programs of study leading to bachelor's degrees in the areas of Biology, Mathematics, English, Psychology, History, and New Media. Associate degrees are available in a variety of areas, and the College also participates in the Regent Engineering Transfer Program with Georgia Tech. The faculty takes pride in creating a culture of teaching and learning that welcomes students into the undergraduate experience and guides them toward achievement in their academic and career goals. In keeping with our institutional mission and the core values, the College of Arts & Sciences is also committed to providing professional service and leadership to the community. The College of Arts & Sciences consists of five academic departments: Department of Mathematics, Chair: Dr. John Trimboli; Department of Natural Sciences, Chair: Dr. Dawn Sherry; Department of History and Political Science, Chair: Dr. Matt Zimmerman; Department of
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	English, Chair: Dr. Amy Berke; and Department of Media, Culture, and the Arts, Chair: Dr. Robert McTyre.
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<p>What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.</p>	<p>Goal 1: Provide service to the community through professional engagement and leadership. [Institutional Priority: Support our core values of stewardship and engagement.]</p> <p>Goal 2: Support the Complete College Georgia Initiative. [Institutional Priority: Strengthen the academic quality and preparedness of MGA students.]</p> <p>Goal 3: Foster high quality academic instruction and promote timely student progression through the Core Curriculum by focusing on innovative instruction, philosophies, and practices that promote student success. [Institutional Priority: Strengthen the academic quality and preparedness of MGA students.]</p> <p>Goal 4: Advance the Georgia Liberal Education and America’s Promise (LEAP) State Initiative at both the campus and System level. [Institutional Priority: Strengthen the academic quality and preparedness of MGA students.]</p>
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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 FY 18. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY19.

Objective 1

Objective 1: What was this department's first objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Objective 1: Community Engagement 1.1. Serve the community by utilizing the professional expertise of the College of Arts & Sciences. 1.2. Serve the community by the leadership contributions of the College of Arts & Sciences.
Objective 1: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	Rubric and number or participants
Objective 1: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	80% participation overall with a modified leadership target of 20%.
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)	89% of Arts & Sciences faculty are involved in Community Engagement overall 32% of Arts & Sciences faculty serve in leadership roles for Community Engagement
Objective 1: Did your department meet this objective?	The department exceeded this objective.
Objective 1: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	The COAS learned, as suspected, that faculty are committed to service and to providing their professional expertise to others. There is an impressive range and depth of service. For example, four faculty members were recognized for their outstanding service with certificates and gift cards made possible by the Middle Georgia State Foundation: Dr. Shane Trayers, Associate Professor of English was awarded first place for service and leadership through the creation of the Macon Writers Group (MWG); a recognition for second place is shared by Dr. Christopher Hornung, Associate Professor of Engineering and Mr. Jeffrey Wiles, Assistant Professor of Biology for their service and leadership in the annual hosting of the Middle

	<p>Georgia Regional Science Olympiad, an affiliate of the National Science Olympiad; and a third place to Mr. Charles Agnew, Associate Professor of Art and Art Program Coordinator for distinguished community engagement by the services provided to the Bleckley County Public School System through volunteering as a primary school reader and through teaching art to homeschool students. In the next year, the COAS plans to continue to encourage community engagement and to recognize outstanding service in the area of leadership and professional expertise. We thank the Assessment Committee for supporting our request to be able to provide an incentive and hope that future request will also be supported.</p>
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Objective 2

<p>Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</p>	<p>Objective 2. College of Arts & Sciences (COAS) Initiative: Complete College Georgia (CCG) with an emphasis on retention and course utilization as it relates to academic progression.</p> <p>2.1. Retention: Identify the percentage of students who are not making satisfactory academic progress (SAP), and develop appropriate measures to address the issue.</p> <p>2.2. Progression: Examine the course utilization by campus as it relates to student progression and as one measure of allocating resources.</p>																																																								
<p>Objective 2: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>Rubric/Survey</p>																																																								
<p>Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>2.1. Minimize the percentage of students with lack of SAP to less than 15%/Plan to address students who are not making SAP</p> <p>2.2. 70% course utilization after the drop date.</p>																																																								
<p>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)</p>	<p>2.1. Note: Awaiting data to access this objective.</p> <p>2.2. Spring 2018 Utilization (%)</p> <table border="1" data-bbox="833 1171 1503 1707"> <thead> <tr> <th></th> <th>English</th> <th>Math</th> <th>MCA</th> </tr> </thead> <tbody> <tr> <td>Nat Sci</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Cochran</td> <td>71</td> <td>79</td> <td>59</td> </tr> <tr> <td>75</td> <td>54</td> <td></td> <td></td> </tr> <tr> <td>Dublin</td> <td>49</td> <td>48</td> <td>48</td> </tr> <tr> <td>72</td> <td>25</td> <td></td> <td></td> </tr> <tr> <td>Eastman</td> <td>53</td> <td>54</td> <td></td> </tr> <tr> <td>31</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Macon</td> <td>67</td> <td>84</td> <td>63</td> </tr> <tr> <td>91</td> <td>51</td> <td></td> <td></td> </tr> <tr> <td>Online</td> <td>77</td> <td>87</td> <td>80</td> </tr> <tr> <td>58</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WRC</td> <td>60</td> <td>71</td> <td>47</td> </tr> <tr> <td>78</td> <td>36</td> <td></td> <td></td> </tr> </tbody> </table>		English	Math	MCA	Nat Sci				Cochran	71	79	59	75	54			Dublin	49	48	48	72	25			Eastman	53	54		31				Macon	67	84	63	91	51			Online	77	87	80	58				WRC	60	71	47	78	36		
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Objective 2: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

2.1 Awaiting data to assess this objective and to develop a plan to address the issue.

2.2 Eastman and Dublin continue to have very low utilization. The number of sections in Dublin have been reduced for the coming year. There has been a significant shift of MCA sections from Cochran to Macon as a result of the movement of the Music program. Utilizations are very high in Sciences due to continuing problems keeping faculty.

Objective 3

<p>Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</p>	<p>Objective 3. Model Core Teaching Mentors& Fellows Program</p> <ul style="list-style-type: none">3.1. Identify best practices for instructing Core Curriculum courses from both a general and a discipline-specific perspective using a Guide to the Plan/Act/Reflect Cycle.3.2. Pilot innovative instructional strategies.3.3. Disseminate information regarding best practices and/or pilots to other faculty members who teach courses within the Core Curriculum.
<p>Objective 3: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<ul style="list-style-type: none">3.1 a. Rubricb. Annotated Bibliography of Research Relating to Best Practices3.2. Reflective Questionnaire3.3. a. Questionnaireb. Survey
<p>Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<ul style="list-style-type: none">3.1.a. An analysis of 10% or more of the courses within the Core Curriculum with attention to upward or downward trends as a starting point.b. 75% of the Core Teaching Mentors and Fellows will contribute five or more sources to the annotated bibliography.3.2. 75% of the Core Teaching Mentors and Fellows will pilot one or more innovative strategies related to student success within the Core.3.3.a. 70% of the faculty participating in the Model Core Teaching Mentors and Fellows Program will disseminate one or more pieces of information regarding best practices and/or innovative pilotsb. 75% of the Core Teaching Fellows will interact with mentors and engage in discussions and/or plans regarding best practices and/or pilots.
<p>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)</p>	<ul style="list-style-type: none">3.1.a. Discussions regarding 10% or more of the courses within the Core Curriculum with attention to upward or downward trends are ongoing.

	<p>b. 100% of the Core Teaching Mentors and Fellows contributed five or more sources to the annotated bibliography.</p> <p>3.2. 100% of the Core Teaching Mentors and Fellows piloted one or more innovative strategies related to student success within the Core.</p> <p>3.3.a. 100% of the faculty participating in the Model Core Teaching Mentors and Fellows disseminated one or more pieces of information regarding best practices and/or innovative pilots</p> <p>b. 100% of the Core Teaching Fellows interacted with mentors and engaged in discussions and/or plans regarding best practices and/or pilots.</p>
<p>Objective 3: Did your department meet this objective?</p>	<p>The department exceeded this objective.</p>
<p>Objective 3: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</p>	<p>Determining a set number of individual meetings for mentors and fellows has been beneficial in creating more opportunities for group collaboration and teamwork. For the next year, the goal is to increase the interactions between mentors and fellows by increasing the number of individual meetings of mentors and fellows by 10%.</p>

Objective 4

Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Objective 4. MGA Liberal Education and America's Promise (LEAP) 4.1. Increase campus awareness of LEAP 4.2. Pilot Signature Work and other LEAP Related Activities 4.3. Promote professional development opportunities
Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	4.1. Number of Informational Sessions 4.2. Progress Reports (written and oral, final reports, or survey) 4.3. Presentations, Questionnaire, or Rubrics
Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	4.1 Present at least two informational sessions each academic year on multiple campuses 4.2. Pilot at least three Level II projects and two or more Level I projects 4.3. Present at the System-level conference , and attend at least one AAC&U LEAP Conference each academic year
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)	4.1 Benchmark of presenting two informational sessions met at 100% 4.2. Modified objective to reflect and review spring pilots in preparation for AY 2019. 4.3. Attended the System-level conference and reported on LEAP progress at MGA. Attended the annual AAC&U LEAP Conference each academic year at 90%
Objective 4: Did your department meet this objective?	The department met this objective.
Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	While still addressing all of the objectives, the focus will be on increasing campus awareness through the pilots and other activities.

Future Plans

<p>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.</p>	<ol style="list-style-type: none">1. Community Engagement: The COAS will encourage departments to increase the percentage of faculty in leadership roles and recognize departments that excel in this area.2. CCG with an Emphasis on Retention and Progression: The COAS will develop a procedure for using midterm grades for intervention with students who are not making SAP.3. LEAP: The COAS will conduct 4 pilots to increase campus awareness and to advance the LEAP Initiative.4. Model Core Teaching: The COAS will increase the interactions between mentors and fellows by 10% as measured by meeting minutes and a survey.
<p>Based on this assessment, please share your thoughts on the current status and future direction of this department or area.</p>	<p>In terms of the current status, assessment within the College of Arts and Sciences aligns with the institutional mission and is reflective of best practices. The future direction of COAS, as relates to assessment, includes continuing to acknowledge that assessment is ongoing and not just a means of measuring, but rather a window into improving what we do both in and outside of the academy. In the majority of the cases for both the administrative and academic unit assessments, the benchmarks have been met, and in those where it has not been, the assessments are being reviewed or will be reviewed. Modifications will be made as warranted, and efforts will be made to provide more opportunities for reflection upon practices.</p>

Form run:

Wednesday, July 3, 2019

