



**Middle Georgia
State University**

Title.

Middle Georgia State University Administrative Assessment

Instructions. This form is used to collect administrative assessments for each budgeted unit at Middle Georgia State University (academic and nonacademic units). Departments should include a brief mission statement (describing what they do and who they serve), goals the department or unit is working to accomplish (in a 5 year time frame. Your goals and objectives should be reported out individuals, linked to the plan imperatives and strategies, align with the measurable objectives from the previous year , and defined and measurable objectives for the upcoming year. This form should be completed by each budgeted unit no later than the end of July. NOTE: All fields are required, please place NA or O in response field ONLY if the numbered objective is not being utilized, otherwise full responses are required. Provide ALL necessary information requested to the fullest extent possible, such that a peer reviewer is not required to assume any information not provided. Utilize the provided assessment scoring rubric drafting guideline to evaluate your report prior to submission. https://www.mga.edu/institutional-research/docs/IEB_Administrative_Score_Card.pdf

****Please SUBMIT the form within 30 minutes of opening this page. If you wait too long to submit you may lose your work**** In the event that you need to edit your submission, you may contact the Director of Institutional Effectiveness to secure a custom link to edit and resubmit.

Q1. Submitters Email

christopher.lawrence@mga.edu

Q2. Who is the person responsible for this report?

Christopher Lawrence

Q3. For which year are you completing this report?

- FY 23 (July 2022-June 2023)
- FY 24 (July 2023-June 2024)
- FY 25 (July 2024-June 2025)

Q4. To which division of the University is your unit assigned?

- Office of the President

- Advancement
- Academic Affairs
- Fiscal Affairs
- Enrollment Management
- Student Affairs

Q5. For which department or area are you reporting? (Ex. Financial Aid, Library, OTR, Athletics, etc)

Department of Political Science

Q6. 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, report the mission statement for your department.

The mission of the Department of Political Science is to be an organization of faculty and staff who are committed to excellence and integrity and whose collective goal is service to others through positive contributions that enrich and impact our region in general and students in particular. We mentor students pursuing studies in political science and related fields at the undergraduate level, preparing students to meet the growing demand for research, analytical, and critical thinking skills in Central Georgia and beyond. We also support the general education mission of the university by teaching introductory courses in political science in the core curriculum.

Q7. What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.

1) Build enrollment in the bachelor of science in political science program so it is among the five largest liberal arts and sciences bachelor's programs offered by the university by the 2027–28 academic year. 2) Implement the bachelor of science in political science program on the Macon campus and online while, if sufficient faculty resources are available, continuing to offer the program in Cochran. 3) Increase enrollment in the minors and the certificate program offered by the department. 4) Identify and implement opportunities for collaboration with other departments, both within and outside the School of Education and Behavioral Sciences. 5) Improve student retention, progression, and graduation in the core curriculum courses offered by the department. 6) Optimize scheduling to reduce the number of underutilized sections and expenditures on intercampus travel. 7) Increase the number and diversity of the department's full-time faculty.

0. 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 FY23. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY24.

8. Objective 1: What was this department's first objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

The department will increase the number of students majoring in political science by at least 20% from the previous academic year.

9. Objective 1: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

Data from fall university and USG enrollment reports.

10. Objective 1: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

20% increase in enrollment (increase to 35 students)

11. Objective 1: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Need to attain a critical mass of students to sustain the program and produce sufficient graduates per year to not be a low-performing program.

12. 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)

Increase in new/returning majors from 29 in fall 2021 to 33 in fall 2022 (increase of 13.8%).

13. Objective 1: Did your department meet this objective?

- The department did not meet this objective.
- The department met this objective.
- The department exceeded this objective.

14. Objective 1: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

The department is implementing a number of enrollment growth strategies in the 2023-24 academic year, including additional discussion events, a focus on increasing awareness of the major among students in Area E courses offered by the department, and leveraging Constitution Day and International Education Week events.

15. Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

The department will increase the number of graduates of the political science degree program this academic year by at least 20% from the previous academic year.

16. Objective 2: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

Degrees awarded data from USG Qlik

17. Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

20% growth in number of graduates (increase to 5)

18. Objective 2: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Need to meet USG performance criteria to remove program from list of low-performing programs by consistently graduating at least 10 students per fiscal year.

19. 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)

Increase in number of graduates from 4 in AY2021-22 to 7 in AY2022-23 (75% increase).

20. Objective 2: Did your department meet this objective?

- The department did not meet this objective.
- The department met this objective.
- The department exceeded this objective.

21. Objective 2: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

As noted under Objective 1 we will focus on building a pipeline of students to produce a sustainable graduation rate averaging over 10 students per year over the long term. We will also identify opportunities to recruit transfer students and junior/senior students from other majors to produce additional graduates while the traditional freshman pipeline is being filled, including through advertising and internal events.

22. Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

The department will reduce the combined aggregate DFW rate in POLS 1101 for the full terms this academic year to 0.95 times its combined rate in the full terms the previous academic year.

23. Objective 3: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

Final grades extracted from SWORDS for fall and spring terms, excluding eCore courses.

24. Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

Reduce DFW rate by 5% (decrease from 23.6% to 22.4%)

25. Objective 3: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Improvement in student progression and graduation per USG initiatives.

26. 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)

Rate increased by 4% (increased to 24.6%)

27. Objective 3: Did your department meet this objective?

- The department did not meet this objective.
- The department met this objective.
- The department exceeded this objective.

28. Objective 3: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

We participated in a supplemental instruction pilot for POLS 1101 on the Macon and Cochran campuses in AY2022-23, but that does not seem to have led to a substantial improvement in DFW rates. We anticipate working with the new Academic Success Coach and others to identify additional strategies for improving grades in POLS 1101 this year.

29. Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

The department will increase the combined ratio of seats filled to seats offered per section in POLS 1101 for the full terms this academic year over its rate in the full terms the previous academic year by two percentage points, while maintaining the current section cap of 35 students per section (or the room size, whatever is less).

30. Objective 4: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

Ratio of REG_CNT and MAX_CNT for face-to-face classes in daily registration reports.

31. Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

Increase from 55.2% utilization to 57.2%.

32. Objective 4: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Better justify need for additional tenure-track faculty by maximizing utilization of full-time faculty in higher-enrollment courses.

33. 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)

Increased utilization to 64.1% (8.9 percentage point increase).

34. Objective 4: Did your department meet this objective?

- The department did not meet this objective.
- The department met this objective.

The department exceeded this objective.

35. Objective 4: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

Department is scheduling fewer POLS 1101 sections at times and locations with historically low enrollment going forward, although progress in fall 2023 will be somewhat offset by offering 3 Honors sections aimed at dual-enrollment students at 8 a.m. that all have low enrollments.

36. Based on your goals and objectives listed above please indicate their connection with MGA's Strategic Plan (https://www.mga.edu/about/docs/Strategic_Plan_Overall_DB.pdf) by checking all associated and relevant Imperatives / Strategies from the list below. (Check all the apply)

This question was not displayed to the respondent.

37. Please indicate which of the following actions you have taken as a result of the 2021/2022 Assessment Cycle (Note: These actions are documented in reports, memos, emails, meeting minutes, or other directives within the reporting area)(Check all the apply)

This question was not displayed to the respondent.

38. Please provide a comprehensive narrative outlining how assessment results are utilized for continuous improvement in this field. Your narrative should address the past, present, and future aspects of assessment, with specific emphasis on how these results inform decision-making and drive improvement efforts.

This question was not displayed to the respondent.

39. Please indicate (if appropriate) any local, state, or national initiatives (academic or otherwise) that are influential in the operations, or goals, and objectives of your unit. (Complete College Georgia, USG High Impact Practice Initiative, LEAP, USG Momentum Year, Low-Cost No-Cost Books, etc)

This question was not displayed to the respondent.

40. Please identify and detail three to 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 of X will provide training in ABC for at least 73 MGA faculty and staff.

This question was not displayed to the respondent.

41. Optional Mindset Update (Academic Deans ONLY) Please provide an update on the implementation of your school based mindset plan/strategy. Include any adjustments to metrics for the FY23 as well as outcomes associated with your appraisal of your schools activities.

This question was not displayed to the respondent.

42. Optional: The following upload portal is available to supplement your report with supportive documentation should you wish to provide any (instruments, data, etc).

This question was not displayed to the respondent.