

Office of Graduate Studies

Office or Department of Academic Affairs

Administrative Unit Assessment Report Information

Year Reporting: FY21 (July 2020 – June 2021)

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Department 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.

6. What is the mission statement for this department/area? Your mission should explain why the department/area exists and who it serves.	The mission of the Office of Graduate Studies is to develop and offer graduate degrees suitable for working adults that address the needs of the region and anticipate a growing knowledge economy.
7. What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.	*OGS will build graduate enrollment through new and current program development; *OGS will support students, faculty, and staff in achieving their educational and professional development; * OGS will serve the community by building OGS and MGA relationships with private and governmental partners

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 FY21. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY22.

Objective 1

8. Objective 1: What was this department's first objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Collaborate with constituent partners to create and promote graduate programs that anticipate and meet regional workforce needs.
9. Objective 1: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	New programs submitted to governance bodies and evidence of program promotion.
10. Objective 1: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	OGS coordinated the development, approval, and implementation of our 1st doctoral degree and aided in the approval steps of the Master of Arts in Public Relations; 200% EXCEEDS; OGS developed a \$40,000 marketing plan with Marketing and Communications; 100% MET; the OGS Community Advisory Board did not meet.0% [75% overall]
11. 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)	75% of goal.
12. Objective 1: Did your department meet this objective?	The department met this objective.
13. Objective 1: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	OGS learned that a deep bench of administrative faculty leaders trained in SACSCOC processes is extremely important to the successful implementation of new graduate programs. We will need to redouble our efforts with a community advisory board.

Objective 2

<p>14. 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>Track enrollment, retention, and progression for program enhancement.</p>
<p>15. Objective 2: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>OGS tracks this data through our Monday numbers pulled from Banner; new students from semester to semester; and the number of students who graduate.</p>
<p>16. Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>10% enrollment growth from fall to fall; 10% growth in summer enrollment year to year; 10% increase in the number of graduates year to year.</p>
<p>17. 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>From fall 2019 to fall 2020 we increased new students by 36 for 34% increase; from fall 2019 to fall 2020 we increased enrollment by 126 students for 47% increase.</p> <p>From spring 2020 to spring 2021 we increased new students by 8 for 12% increase; from spring 2020 to spring 2021 we increased enrolled by 100 students for 36% increase.</p> <p>From summer 2020 to summer 2021 we increased new students by 21 for 27% increase; from summer 2020 to summer 2021 we increase enrollment by 73 students for 29% increase.</p> <p>From FALL 2019 to SPRING 2021 we retained, as a targeted sample, in our two largest programs, 89% of our MSIT students and 96% of our Management students.</p> <p>From AY20 (109 master's degrees) to AY21 (138 master's degrees) we increased the number of graduates by 29 for a 27% increase.</p>
<p>18. Objective 2: Did your department meet this objective?</p>	<p>The department exceeded this objective.</p>
<p>19. Objective 2: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</p>	<p>tbd</p>

Objective 3

<p>20. 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>Provide opportunities for graduate students in assistantships; scholarships, and the development of graduate policy.</p>
<p>21. Objective 3: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>Aggregate number of graduate assistantships; graduate student attendance at outside meetings; meeting of the Graduate Student Advisory Council; and updated OGS Catalog.</p>
<p>22. Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>Four graduate assistantships; two meeting of the Graduate Student Advisory Council; updated OGS Catalog; at least one student presenting at conference.</p>
<p>23. 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>	<p>We had a total of 6 graduate assistantships for a total of 9 semester "appointment," 3 in fall 2020 and 6 in spring 2021. MET 150%. The Graduate Student Advisory Board met once in AY21. DID NOT MEET 50%. One MSIT grad student did a high level presentation at the Conference of Defense Associations Institute Graduate Student Conference: "Changing the Policy Climate: Canada, the Arctic, and the Way Forward." MET 100% [Overall MET 100%]</p>
<p>24. Objective 3: Did your department meet this objective?</p>	<p>The department met this objective.</p>
<p>25. 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>Although we were pleased with the number of term appointments for graduate assistantships, two students did not pass one of their classes, indicating that the increased workload for the assistantship responsibilities was not well managed. Their outside work contributed to this failure. OGS has determined that stronger communications is needed for these students.</p>

Objective 4

26. Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	n/a
27. Objective 4: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	n/a
28. Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	n/a
29. 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)	n/a
30. Objective 4: Did your department meet this objective?	The department met this objective.
31. Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	n/a

Future Plans

32. 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.	1) Retain at least 85% of our first 30 doctoral students for spring 2021; 2) enroll at least 10 students in our first class of the MAPR; 3) maintain summer 2022 enrollment at not less than 5% more than summer 2021(322 students).
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Open Box for Assessment Comments

<p>33. Based on this assessment, please share your thoughts on the current status and future direction of this department or area. Use this space to summarize overall use of assessment results for continuous improvement and open text box for assessment comments:</p>	<p>OGS should be tracking credit hour production from semester to semester for a better picture of student progression, along with more granulated retention results for cohorts. Student assistants should be provided even stronger support and communication from program coordinators in terms of training and workload. Part-timers who are teaching in Management should be tracked for retention and how they are supported by their schools.</p>
<p>37. If the COVID-19 pandemic impacted this assessment cycle, please provide specific details below.</p>	<p>We are not aware of COVID related data for grad students, except that stay-at-home parents might have accounted for surge in summer enrollments our last two summers.</p>

MGA's Strategic Plan

<p>34. 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)</p>	<p>Own Student Success 3. Develop academic pipelines and expand degrees</p>
<p>35. Please indicate which of the following actions you have taken as a result of the 2020/2021 Assessment Cycle (Note: These actions are documented in reports, memos, emails, meeting minutes, or other directives within the reporting area) (Check all the apply)</p>	<p>Disseminating/Discussing Assessment Results/Feedback to Appropriate Members of the Campus Community, Faculty or Staff Support: Professional Development Activities, Trainings, Workshops, Technical Assistance</p>

Other

<p>36. 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.</p>	<p>n/a</p>
<p>38. 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 AY20/21 as well as outcomes associated with your appraisal of your schools activities.</p>	<p>OGS is doing a separate syllabus study to identify those that need to be stronger and those that do not have statements about mindset strategies.</p>