

Office of Provost (Academic Affairs)

Office or Department of Strategic Plan/Cabinet

Administrative Unit Assessment Year Reporting: FY22 (July 2021 – June 2022)

Department and Assessment Report Information Prepared on: 9/13/2021 9:12:39

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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 Office of the Provost oversees all academic matters at Middle Georgia State University. Our purpose is to build effective Schools that teach successful students while maintaining the highest academic standards.
7. What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.	Grow enrollment with purpose. Own student success. Build shared culture. Shape the academic program portfolio. Implement the academic strategy.

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 FY22. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY23.

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.	Restructure Advising
9. Objective 1: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	Hire Director of Advising
10. Objective 1: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)	100%
11. Objective 1: Provide details for your target performance level established (i.e., accreditation requirement, past performance data, peer program review, etc.)	NSSE Data and operational feedback identified the need to centralize process and structure oversight, while allowing for a diffused school-based model. This could be achieved through a dedicated Director of Advising
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)	100%
13. Objective 1: Did your department meet this objective?	The department met 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?	Additional resource allocation to enhance advising services and student support will be made along with an evaluation of the school based advising assessment process.

Objective 2

<p>15. 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>Initiate Faculty Salary Study</p>
<p>16. Objective 2: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>Initiate CVIG Study</p>
<p>17. Objective 2: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>100% - Complete Study</p>
<p>18. Objective 2: Provide details for your target performance level established (i.e., accreditation requirement, past performance data, peer program review, etc.)</p>	<p>Prior study implementation, budget parameters, CVIG recommendations</p>
<p>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)</p>	<p>100%</p>
<p>20. Objective 2: Did your department meet this objective?</p>	<p>The department met this objective.</p>
<p>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?</p>	<p>Completion of study represents achievement of objective. The implementation and subsequent plan is detailed below: As shared on May 13, Strategy #5 of MGA’s Strategic Plan is to “Attract, Retain, Develop, and Recognize Talent” with an FY22 strategic priority to conduct a faculty salary study and develop a faculty salary plan for FY23. The Faculty Classification and Compensation Study has been completed, and the study indicates on average that faculty salaries at MGA lag faculty at other similar institutions. MGA will deliver on its strategic plan, and a “phased implementation” of the study results will launch in FY2023. It is our goal to have the salary adjustments completely implemented within 24 months, but that goal is subject to budgets in FY24 and FY25.</p> <p>Salary Study Implementation Plan The total fiscal recurring costs of the salary adjustments is \$1.85M. A phased approach is necessary due to the enrollment decline in</p>

	<p>Fall 2021, which has and will continue to impact our budget through 2024.</p> <ul style="list-style-type: none">• Phase one will occur on July 1, 2022 (FY23) for 12-month administrative faculty or August 1, 2022, for 10-month faculty. Phase one implementation will be 50% of the total adjustment, up to a max of \$12,500 per individual.• Phase two is proposed to occur on January 1, 2024 (FY24), covering an additional 25% of the total salary adjustment.• The third and final phase is proposed to occur on July 1, 2024 (FY25), covering the final 25% of the total implementation plan. The timing of phases two and three will be contingent upon a review of the institution's financial condition, and enrollment has a significant impact in our ability to implement future phases of this plan.
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Objective 3

22. Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Recommit to Faculty Professional Development
23. Objective 3: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	Hiring full time Assistant Provost of Faculty Development and reestablish the Center for Excellence in Teaching and Learning
24. Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	100%
25. Objective 4: Provide details for your target performance level established (i.e., accreditation requirement, past performance data, peer program review, etc.)	AA strategic initiative
26. 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)	100%
27. Objective 2: Did your department meet this objective?	The department met this objective.
28. 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?	Reestablishment of CETL required new budgetary coordination, staffing coordination, and reassignment to integrate faculty development into routine AA operations. Changes will include conversation with Faculty Senate regarding standing committees whose functions intersect with faculty development and how to best align their charge and scope.

Objective 4

<p>29. Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</p>	<p>Increase Low Cost / No Cost Book Section Offerings</p>																				
<p>30. Objective 4: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>Number of sections identified with attribute low cost/no cost books</p>																				
<p>31. Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>5% growth</p>																				
<p>32. Objective 4: Provide details for your target performance level established (i.e., accreditation requirement, past performance data, peer program review, etc.)</p>	<p>Historical data of section textbook attribute</p>																				
<p>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)</p>	<p>-21.6% decrease</p>																				
<p>34. Objective 4: Did your department meet this objective?</p>	<p>The department did not meet this objective.</p>																				
<p>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?</p>	<table border="1" data-bbox="820 1089 1414 1291"> <thead> <tr> <th colspan="2">Distinct Count of CRN</th> <th colspan="2">Column Labels</th> </tr> <tr> <th>Term</th> <th>Low</th> <th>No Book</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>AY20</td> <td>210</td> <td>1216</td> <td>1426</td> </tr> <tr> <td>AY21</td> <td>102</td> <td>943</td> <td>1045</td> </tr> <tr> <td>AY22</td> <td>55</td> <td>764</td> <td>819</td> </tr> </tbody> </table> <p>This objective was unmet in AY22 as no individual was identified to oversee the project - including data validation. The project will be reevaluated for AY 23 for tracking consideration. MGA will continue to encourage the adoption of LC/NC textbooks and enhance alignment with Affordable Learning Georgia.</p>	Distinct Count of CRN		Column Labels		Term	Low	No Book	Total	AY20	210	1216	1426	AY21	102	943	1045	AY22	55	764	819
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Future Plans

<p>36. 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.</p>	<p>1. Learning Support (Engagement) – creating consistency in service across all learning support programs and campuses. LS will coordinate 100% of the schedules between Math and English and Peer Mentors will be available in 20% of LS courses to pilot.</p> <p>2. Faculty development (Learning) - Expansion of High Impact Practices in learning environments, an expansion of research support, and a renewed focus on serving the traditional student populations at MGA. The CETL will increase faculty development spending by \$40,000 and number of faculty involved by 50.</p> <p>3. First Year Seminar / Experience (Stewardship) - Establish, coordinate, and assess the first-year experience for all students, with an eye to practices that can be expanded to serve first generation, adults, transfer, and graduate students. The FYE task force will offer a consistent FYS in 80% of ‘perspectives on’ courses in the fall and SA will be evaluated for collaborative efforts with a goal of 10 joint events in the Spring in Macon and Cochran.</p>
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Open Box for Assessment Comments

<p>37. In this field, please document the overall use of assessment results for continuous improvement of this department area (consider the past, present, and future and specifically address these in your narrative).</p>	<p>Historical data and documented administrative evaluation, required the adoption of a new advising leadership and support approach, leading to the realignment of the advising structure, creation of a new position, and hiring. Similarly, the CETL's close and identified need during the pandemic necessitated is reestablishment in a light of existing and static faculty needs and emerging accountability elements by faculty related to PTPTR. Steps taken by AA will position the school to provide the necessary resources and supports to delivery excellent advising and</p>
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	<p>professional development services.</p> <p>Completion of the CVIG Faculty salary study and failure to launch LC/NO book project reveal the importance of not only staffing shortfall, but project prioritization, and the functional value of project management skills. Each of which will factor into future resource allocation requests and workload assignments.</p>
38. Optional Open Text Box for Assessment Comments:	N/A
42. If the COVID-19 pandemic impacted this assessment cycle, please provide specific details below.	N/A

MGA’s Strategic Plan

<p>39. 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>Build Shared Culture 5. Attract talent and enhance employee development and recognition</p> <p>Build Shared Culture 6. Sustain financial health through resourceful fiscal management</p>
<p>40. Please indicate which of the following actions you have taken because 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)</p>	<p>Disseminating/Discussing Assessment Results/Feedback to Appropriate Members of the Campus Community</p> <p>Disseminating/Discussing Assessment Results/Feedback to Appropriate External Stakeholders</p> <p>Faculty or Staff Support: Professional Development Activities, Trainings, Workshops, Technical Assistance</p>

	Process Changes: Improve, Expand, Refine, Enhance, Discontinue, etc Operational Processes Request for Additional Financial or Human Resources
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Other

41. 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.)	Low-Cost No-Cost Books,
43. Mindset Update (Academic Deans ONLY)	N/A