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

neil.rigole@mga.edu

Q2. Who is the person responsible for this report?

Neil Rigole

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)

Information Technology

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 School of Computing is to educate students in ways that lead to fulfilling careers and enhance the economic vitality of Central Georgia. The School provides its graduates with the analytical and problem-solving skills required to excel within an increasingly interconnected and changing global environment. The School pursues this mission as an educational leader in teaching excellence, scholarship, professional service, and community outreach.

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

Continue to grow the national reputation of the program and institution. Continue earning designation as an ABET accredited program and National Security Agency (NSA) Center of Academic Excellence in Cyber Defense. Increase enrollment in the Master of Science in IT degree program. Continue to monitor and improve the new DScIT program. Begin the ABET process for the new BSCS program

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 MSIT enrollment by 5%.

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)

Enrollment data (fall to fall)

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

5% increase in enrollment. 2022 fall census MSIT enrollment was 124 total. Current enrollment as of 8/21 is at 132, which is above the 5% target goal.

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

Past enrollment data

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)

Currently 8% increase

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 DoIT has learned that maintaining and increasing enrollment is a TEAM effort (advisors/faculty/admin/support). We will continue to strive to increase this number and grow enrollment with purpose.

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 publish at least 15 scholarly articles in the next year (a 50% increase over last years' goal).

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)

Number of scholarly articles published

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

Fifteen (15) articles

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

Past publishing performance of the faculty

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)

Exceeded by three articles - 18 total

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?

NA

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 assess the new SLO for the MSIT (to be used as baseline data for future program assessments), and continue to assess all program curriculum to ensure efficiency and demand are being met

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)

The department added a new SLO to the MSIT that students will "Incorporate project management methodology into planning, development, and implementation of IT solutions". Upon discussing this new SLO for the program with faculty who teach project management courses, it was decided that the new SLO will be assessed in ITEC 5120 - IT Project Management. The Final Team Paper will serve as the project used for the assessment.

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

85% of the students will meet or exceed this standard

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

Past MSIT performance data (and to be consistent with other SLOs)

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)

98%

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?

The department will use the same process for identifying the baseline data for an additional SLO in the 2024 AY.

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

NA

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)

NA

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

NA

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

NA

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)

NA

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?

NA

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)

☑ Grow Enrollment with Purpose 1. Expand and enrich the face to face student experience

☑ Grow Enrollment with Purpose 2. Expand and enrich online instruction into new markets

☑ Own Student Success 3. Develop academic pipelines and expand degrees

☐ Own Student Success 4. Expand student engagement and experiential learning

☐ Build Shared Culture 5. Attract talent and enhance employee development and recognition

☐ Build Shared Culture 6. Sustain financial health through resourceful fiscal management

☐ Build Shared Culture 7. Cultivate engagement with its local communities

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)

☑ Disseminating/Discussing Assessment Results/Feedback to Appropriate Members of the Campus Community

☑ Disseminating/Discussing Assessment Results/Feedback to Appropriate External Stakeholders

☐ Faculty or Staff Support: Professional Development Activities, Trainings, Workshops, Technical Assistanceion 3

☐ Process Changes: Improve, Expand, Refine, Enhance, Discontinue, etc Operational Processes

☐ Request for Additional Financial or Human Resources

☐ Customer Service Changes: Communication, Services, etc

☑ Making Improvements to Teaching Approach, Course Design, Curriculum, Scheduling, other

☐ Evaluating and/or Revising the Reporting Lines Internal Assessment Processes

☐ Other

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.

Continuous Improvement Review of Program Goals The Department of Information Technology's MSIT program goals focus on what graduates are expected to attain within a few years of graduation. A periodic review of the goals ensures that they remain consistent with the institutional mission and the needs of our constituents. The reviews include input from the Department's advisory board, the use of an area employer survey, and the use of an alumni survey. Assessment of Student Learning Outcomes The Student Learning Outcomes (SLO) are assessed using direct assessments via courses in the program using following procedures: 1. The summative assessment data are collected for all student outcomes. 2. The Faculty Coordinator for each Student Outcome collects data on each Performance Indicator of a given Student Outcome. Each Performance Indicator has a designated course known as the Source of Assessment. 3. Each Performance Indicator will have an assessment instrument with associated rubric(s) for the purpose of data collection. 4. The Source of Assessment Faculty Coordinator analyzes the data and submits the results to the Assessment Facilitator the semester following the data collection. 5. The Assessment Facilitator and the appropriate committee convene to evaluate the results the semester following the data collection.

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)

The department strives to adhere to Complete College Georgia and Momentum year approaches with advising and semester course development. Some classes implement LEAP approaches. All courses include a growth mindset statement, and many include related activities. We aim for low-cost, no-cost text where there are great resources available. Multiple courses integrate HIPs

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.

1. Continue to grow the national reputation of the program and institution. 2. Continue earning designation as an ABET accredited program and National Security Agency (NSA) Center of Academic Excellence in Cyber Defense. 3.Increase enrollment in the Master of Science in IT degree program. Continue to monitor and improve the new DScIT program. 4. Begin ABET accreditation process for new BS in CS program

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.

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