



**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 Faculty Affairs Manager to secure a custom link to edit and resubmit.

Q1. Submitters Email

paul.gladden@mga.edu

Q2. Who is the person responsible for this report?

Paul Gladden

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 Psychology and Criminal Justice

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 Department of Psychology and Criminal Justice is an intellectually diverse and collaborative community whose mission is to provide quality instruction to students in the fields of psychology, criminal justice, and sociology. All programs are designed to inspire and produce scientifically literate thinkers, professionals, practitioners, and scholars. We also support the general education mission of the university by teaching introductory courses in Psychology and Sociology 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. To consistently grow enrollment by at least 3% per year, on average, in the department. 2. Continue focus on resource efficiency (i.e., number/percentage of empty seats in course sections), while maintaining full B.S. in Psychology on 3 campuses- Online, Macon, and Cochran. Adapt offerings as needed to maintain resource efficiency and balance need for programs to be available in full on multiple campuses. 3) Continue to strengthen new Doctorate in Public Safety (e.g., number of faculty and academic rigor of program), leaning into faculty expertise to enhance graduate student scholarship for final written projects. 4) Enhance/maintain quality of education in our programs, while maintaining focus on student success.

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 FY24. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY25.

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 first objective was to hire 2 new full-time CRJU faculty for the new Doctorate in Public Safety and 1 new PSYC faculty member (replacing a position) by Fall 2024. Additionally, the department chair aimed to hire additional Part-time faculty.

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)

The was measured by whether we successfully hired 3 new full-time faculty to start by Fall 2024 (2 for Public Safety and 1 for Psychology), as well as hiring additional part-time faculty to fill course needs.

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

Hiring 3 new full-time faculty (2 for public safety and 1 for Psychology) and at least 3 new part-time faculty.

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

We aimed to hire new faculty to support our new doctorate program (which officially began in Spring 2024). We also aimed to hire additional Psychology faculty to support our program needs.

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)

At least 67% success. We hired 3 full-time faculty to support the Doctorate in Public Safety. However, the Psychology position is unfilled. So, 2 out of 3 of the full-time faculty needs were successfully met. Additionally, 3 new part-time faculty have also been hired. Additionally, 2 other part-time faculty are in the process of being hired (while others are being evaluated for potential hire for Fall 2024).

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?

Although one of our search/hiring committee did not result in a successful hire, we are successfully filling our course/teaching needs for Fall 2024. We met 2/3rds of the objective. We plan to advertise to hire a full-time Psychology faculty member for a Fall 2025 start date and continue to reduce faculty overloads as needed over the coming year.

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

Objective/goal 2 was to submit a completed M.S. degree proposal in Psychology, with a track in Mental Health Counseling to Academic Affairs for review.

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)

This was to be measured in terms of the completion and submission of an Academic Affairs new graduate program proposal, aligned with accreditation standards.

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

We aimed to submit a 100% completed program proposal for an M.S. degree in Psychology, with a track in mental health counseling, aligned with accreditation standards.

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

We aimed to submit a 100% completed program proposal for an M.S. degree in Psychology, with a track in mental health counseling, aligned with accreditation standards.

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)

Roughly 50%. We had a departmental committee work on syllabi for the to-be proposed courses in the new program and made progress on the USG new program proposal form. However, we were later informed that because many other new programs were planned to be submitted to the USG, we should (at least temporarily) pause/abandon the development of the program proposal altogether.

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?

We learned that we need to continuously/repeatedly check before proceeding with a new program proposal. We also learned that currently do not have the number of faculty with the relevant expertise to support this new program. We would need to hire multiple additional new faculty if we were to pursue this new graduate program in a future year.

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

Objective/goal 3 was to reinstate departmental colloquium talks-- where faculty present on research or teaching practices-- and to hold at least 3 of these events in 2023-2024 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)

This was measured in terms of the number of formal departmental colloquium talks/events held during the 2023-2024 academic year.

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

We aimed to reinstate the event and, ideally, to hold 3 such events.

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

We aimed to reinstate the event and, ideally, to hold 3 such events. The aim was to provide a venue for departmental faculty to engagingly discuss scholarly ideas, including research (including SoTL research) and teaching-related topics for feedback.

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)

67%- We held 2 successful departmental colloquium/talk events.

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 learned it's important to have a specific plan for the talk/events in the academic year for faculty to prepare. We plan to continue holding some such events in the coming academic year, with at least 1 talk already planned/being developed.

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

Objective/goal 4 was to develop new a new event called "Behavioral Sciences Day" held near the end of each semester where students present on a major paper or research project (or other high impact practice or "signature experience") from some of their courses. Departmental faculty are invited to attend (acknowledgement: Dr. Heather Ness-Maddox suggested the idea of a "Behavioral Sciences Day").

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)

This was measured in terms of whether we held a "Behavioral Sciences Day" in both the Fall 2023 and Spring 2024 semesters/at the end of the semester, as described above with students presenting their major paper or research project.

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

The target was participation with multiple faculty inviting their students to present and multiple faculty attending to interact and serve as an audience for the student presentations of their work.

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

The target was participation with multiple faculty inviting their students to present and multiple faculty attending to interact and serve as an audience for the student presentations of their work.

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)

100%- We held both a Fall 2023 and Spring 2024 "Behavioral Sciences Day" event (technically over multiple days with a couple different instructors). Students presented from multiple courses taught by Dr. Heather Ness-Maddox on the Macon campus and multiple faculty attending these (multiple) events. Students also presented in Dr. Scott Hinze's Experimental Psychology course in Macon and multiple faculty attended to serve as an audience.

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?

We learned that it's difficult/not realistic to organize this as a 1 day event across multiple campuses in person. We plan to adapt to hold the event at least once per year on another campus (e.g., Cochran and/or Warner Robins) in future years. We hope/aim to have at least 1 additional faculty member have their students participate as presenters for this multiple day event next year.

36. Based on your goals and objectives listed above please indicate their connection with MGA's Strategic Plan (https://www.mga.edu/about/strategic-plan/docs/Strategic_Plan_2023-2028.pdf) by checking all associated and relevant Strategies from the list below. (Check all the apply)

- Champion Student Success 1. Demonstrate standards of excellence in all academic programs
- Champion Student Success 2. Grow student engagement at all degree levels
- Champion Student Success 3. Expand enrollment and graduation
- Lead Innovation and Economic Opportunity 4. Ensure high-demand programs for workforce and career alignment
- Lead Innovation and Economic Opportunity 5. Use Center for Middle Georgia Studies to drive University outreach
- Lead Innovation and Economic Opportunity 6. Coordinate faculty scholarship and grant awards to build University reputation
- Build Culture and Identity 7. Plan, resource, and promote campus roles and identities
- Build Culture and Identity 8. Pursue great-place/college -to-work designation
- Build Culture and Identity 9. Promote culture of wellness throughout the MGA community
- Build Culture and Identity 10. Compete and win at the NCAA Division II level
- Sustain Fiscal Resilience and Brand Value 11. Apply data-driven accountability to all operations
- Sustain Fiscal Resilience and Brand Value 12. Maintain access, affordability and value for all students
- Sustain Fiscal Resilience and Brand Value 13. Grow and diversity streams of revenue

37. Please indicate which of the following actions you took as a result of the 2022/2023 Assessment Cycle (**prior 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 Assistance
- 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 indicate which of the following actions you will take as a result of the 2023/2024 Assessment Cycle (**current cycle**) (Note: These actions must be 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 Assistance
- 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

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

The department met 2 of its 4 stated goals/objectives, partially met 1 of its objectives/goals (hiring additional faculty to support programs), and did not meet 1 of its 4 objectives (M.S. in Psychology program proposal). We launched the new doctorate in Public Safety in Spring 2024. The department reinstated the departmental colloquium talks/events to encourage/support faculty interaction/discussion of scholarly research and teaching (including SoTL research and changes implemented in our courses). The department also successfully launched a new "Behavioral Sciences Day" where students present (with some faculty present in the audience) on their major projects, papers, or other scholarly work. Updates on annual department goals/outcomes are presented to faculty at department meetings in August, leading to discussion about future goals and implementation.

40. 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)

USG High Impact Practice Initiative (e.g., CRJU internship/capstone course, optional PSYC internship course, required undergraduate research in senior capstone courses-e.g., Experimental Psychology course), Low-Cost textbooks, Complete College Georgia (emphasis on retention and graduation), USG Momentum (first year momentum year with 3 courses recommended to be taken in major).

41. 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. Develop program assessment measures to assess SLOs for new Doctorate of Science in Public Safety, including 2 tracks. 2. Hire at least 1 new full-time Psychology faculty member (possibly 2, pending a faculty member's planned retirement). And, continue to hire part-time faculty with an aim to reduce overloads as needed. 3. Increase use of low-cost "Knights Day 1 Access/First Day Inclusive Access" textbooks, particularly in Online Criminal Justice courses- to help maintain affordability/value for students, with the goal of 50% of CRJU courses adopting "Knights Day 1 Access" textbooks (in Spring 2024, the percentage was at or near 0%). 4. Develop standards and process document and/or webpage for planning/implementation of DSPS students' final program/policy evaluation project, with DSPS faculty input/approval (e.g., project committee formation).

42. 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.

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