

# Office of Graduate Studies

Academic Affairs

Administrative Unit Assessment

FY 18 (July 2017-July 2018)

## Department and Assessment Report Information

Prepared on 7/31/2018 2:35:33 PM	By: kevin.cantwell@mga.edu
For which department or area are you reporting?	Office of Graduate Studies
What is the name and MGA email address of the person responsible for this report?	Kevin Cantwell kevin.cantwell@mga.edu

## Departmental 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.

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

## 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 FY 18. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY19.

### Objective 1

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.
Objective 1: How did your department measure the 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.
Objective 1: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)	1 program developed and submitted; 1 marketing plan developed; 2 meetings of Graduate Studies Community Advisory Board
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)	90%. MSW approved by Senate and submitted to USG but not yet approved; graduate marketing plan completed with MarComm; two meetings of Graduate Studies Community Advisory Board held, one in fall 2017, one in spring 2018.
Objective 1: Did your department meet this objective?	The department met this objective.

Objective 1: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

The take away for the MSW is USG hesitancy in approving graduate degree without an undergraduate degree in place, although OGS and new school did project numbers from the undergraduate degree in Public Service who had taken the social work courses and those graduates from MGA who went on to MSW programs around the state. Change double our efforts in

Objective 2

Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Track enrollment, retention, and progression for program enhancement.
Objective 2: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	OGS tracks this data through our Monday number report; new students from semester to semester and the number of students who graduate.

Objective 2: What was your target outcome for this

### Objective 3

Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Provide opportunities for graduate students in assistantships, scholarships, and the development of graduate student policies.
Objective 3: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	Aggregate semesters of graduate assistantships; graduate student attendance at outside meetings; meetings of the Graduate Student Advisory Council; updated OGS Catalog.

Objective 4

Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Provide and document graduate faculty professional development
Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	Development of teaching circle; completion of the Graduate Faculty Handbook.
Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	2 meetings per year of teaching circle; approval c

## Future Plans

Please identify at least four measurable objectives 1) OGS will increase student enrollment 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 to X will provide training in ABC for at least 73 MGA faculty and staff.

	the degrees requires a central location and an single voice.
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Form run:

Tuesday, February 12, 2019

