

Office of Institutional Research

Academic Affairs

Administrative Unit Assessment

FY 18 (July 2017-July 2018)

Department and Assessment Report Information

Prepared on:8/1/2018 8:40:28 AM

By:michael.gibbons@mga.edu

For which department or area are you reporting?

## 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 FY18. 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.	1) The University will be in compliance with all federal and state mandated reporting coordinated by the Office of Institutional Research
Objective 1: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	Track submission dates of federal and state mandated reports

Objective 1: W 1:i575.04 5 Tm(1)-2 hablparticie r/hoa

## Objective 2

<p>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>2) Support data-driven decisionmaking across all campuses</p>
<p>Objective 2: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>OIE work log track requests and work output at different periods</p>
<p>Objective 2: What was your target outcome for this objective? (i.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>a) 75% of data requests responded to within the business day window b) 100% of administrative requests responded to within the 10 day business window</p>
<p>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 % of data and administrative requests were met within the 10 day business window</p>
<p>Objective 2: Did your department meet this objective?</p>	<p>The department met this objective.</p>

Objective 2: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

Work is tracked on a sampled basis. We have moved towards an email / web submission form. While not perfect, this is a more formalized system than in years past. May consider a ticketing

### Objective 3

<p>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>3) The campus community will have access to institutional data reports on a scheduled basis.</p>
<p>Objective 3: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>3) Disseminate data to internal clients tracked via work log -varying deadlines</p>
<p>Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>100% of maintenance data</p>
<p>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>100%</p>
<p>Objective 3: Did your department meet this objective?</p>	<p>The department 961 (j)-8 (ec) BT 12 -0 0 12 83.04 4€</p>

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.

IR staff will engage in professional development

Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)

Conference and workshop attendance

## Future Plans

Please identify at least four measurable objectives for the next fiscal year. In listing the objectives, please use the format shown in these examples.1)

