

Office of the President (NOTE: This report combines two assessments previously submitted separately, one for Legal & Campus Affairs, one for Government & External Affairs. The objectives reported on below for Legal & Campus Affairs align with the Spring 2

Office of the President  
Administrative Unit Assessment  
FY 18 (July 2017 July 2018)

#### Department and Assessment Report Information

Prepared on:8/20/2018 5:59:13 PM	By:frances.davis@mga.edu
For which department or area are you reporting?	Office of the President (NOTE: This report combines two assessments previously submitted separately, one for Legal & Campus Affairs, one for Government & External Affairs. The objectives reported on below for Legal & Campus Affairs align with the Spring 2

What is the name

## 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.**

Secure state appropriations for improvements to Cochran campus, aviation

## Objective 2

Objective 2: What was this department's second objective for this fiscal year? Objectives should be

### 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.**

Improve compliance by refining policies and procedures, provide timely legal advice and responses to Open Records Requests (LegTD:000h62s



## Objective 4

<p><b>Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</b></p>	<p>Ensure public messaging and presentations (such as those for Fall BOR Meeting on campus) highlight institutional strengths and President regularly communicates with campus community, engage with Strategic Planning Board to craft next Strategic Plan, engage with administrative and academic units to help drive enrollment (President &amp; Campus Affairs)</p>
<p><b>Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</b></p>	<p>Quality of President's presentations before stakeholders, number of presidential blog posts, delivery of President's Annual Report, delivery of Strategic Plan for 2018-2023 by August 2018, leadership of Enrollment Action Team by President, contributions to enrollment efforts by Campus Affairs.</p>
<p><b>Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</b></p>	<p>Regular presentations to key stakeholders, bi-weekly blog posts, delivery of Annual Report by December, Enrollment Action Plan to Chancellor in January 2018, and Strategic Plan by August, along with palpable contribution from President's Office to reversal of enrollment decline.</p>
<p><b>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)</b></p>	<p>100% objective achieved as follows:</p> <ul style="list-style-type: none"><li>• President led Enrollment Action Team with weekly meetings from Fall 2017 through Summer 2018 and creation of new division effective July 1;</li><li>• Delivered Enrollment Action Plan to Chancellor in January 2018;</li><li>• Continued to work with Campus Directors and VPs on ideas for increasing enrollment, improving services, and engaging the community, such as Saturday classes in Warner Robins, which resulted in a headcount increase of more than 20 students;</li><li>• Published 25 blog posts, which were shared on social media;</li><li>• Drafted, issued, and distributed President's 2017-18 Annual Report in December 2017;</li><li>• Prepared 5 presentations for public engagement (2 for BOR meeting, 2 for University Advisory Council, 1 for community groups);</li><li>• Held 6 meetings of the Strategic Planning Board, issued 4 quarterly updates on final year of strategic plan;</li></ul>

	<ul style="list-style-type: none"> <li>Coordinated formation of Ad Hoc Strategic Plan Committee with Provost, and drafting of next Strategic Plan.</li> </ul>
<p><b>Objective 4: Did your department meet this objective?</b></p>	<p>The department met this objective.</p>

**Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?**

Enrollment Action Team will join forces with Retention Progression Graduation Task Force, to be led by new Provost and new VP for Enrollment Management. New Enrollment Management Division will carry out Enrollment Action Plan in

## 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) 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.

For each of the following objectives, the Office of the President will track number of meetings, events, and participants in FY19 to establish a baseline for continued growth during implementation of the 2018-2023 Strategic Plan, Elevating Middle Georgia.

1) The Office of the President will deploy the President strategically to support enrollment growth and improve communications internally and externally, including:

- a. Appearances at all key enrollment events;
- b. Bi-weekly blog posts;
- c. Annual Report;
- d. FY19



	<p>i. President engaging with USG and overseeing Cabinet engagement with system counterparts.</p> <p>4) The Office of the President will lead completion of the university's Comprehensive Administrative Review and strengthen compliance through University Compliance Commission and Ethics Awareness initiatives.</p> <p>5) Presidential performance on agreed goals for Chancellor.</p>
<p><b>Based on this assessment, please share your thoughts on the current status and future direction of this department or area.</b></p>	<p>The Office of the President has been productive, but will benefit from the addition of a newly revised Chief of Staff &amp; Government Affairs role, and will continue to lead by example on efficiency and effectiveness.</p>

Form run:

Wednesday, July 3, 2019

