

# Office of the Provost

Office or Department of Office of the Provost

Administrative Unit Assessment

Year Reporting: FY 20 (July 2019-July 2020)

## Department and Assessment Report Information

Prepared on: 9/16/2020 1:49:18	debra.matthews@mga.edu
For which department or area are you reporting?	Academic Affairs
What is the name and MGA email address of the person responsible for this report?	Dr. Debra H. Matthews, debra.matthews@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 Office of the Provost oversees all academic matters at Middle Georgia State University. Our purpose is to build effective Schools that teach successful students while maintaining the highest academic standards.
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What are the goals for this department? These should be the "big things" the department/area

**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



## Objective 3

Objective 4

<p>Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</p>	<p>Continue to fully implement the CCG and Momentum Approach Initiatives</p>
<p>Objective 4: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>Implementation of various objectives including the Early Alert Warning System and Academic Mindset Plans</p>
<p>Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>80-100% implementation</p>
<p>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)</p>	<p>80%</p>
<p>Objective 4: Did your department meet this objective?</p>	<p>The department met this objective.</p>
<p>Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</p>	<p>All initiatives remain in process and ongoing. The USG has moved from "Momentum Year" to the "Momentum Approach," which is an initiative that covers all four years, and we are continuing to work to adjust our processes and thinking to account for four-year planning regarding CCG and Momentum approach initiatives. Our progress remains good progress on each of the multiple initiatives. Student affairs and Enrollment Management remain valuable partners in this continuing process.</p>

## Future Plans

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.

Grow Enrollment with Purpose: 1.) Expand and enrich the face to face student experience in multiple ways as measured by the level of participation with a goal of establishing a baseline in fall 2020.

2.) Elevate retention strategies and measurable targets in academic programs as measured by expanding the Early Alert Warning System to 3000 to 4000-level courses and to all sections; continuing to implement embedded tutoring while expanding the number of courses with an embedded tutor, and expanding the tutoring operations. Use Presence to measure student engagement with a target success rate of 70%.

3.) Foster a culture of care through engagements and protocols to strengthen diversity, equity, and inclusion as measured by an increase in nominations for the Diversity Award and the participation of 50% or more of faculty and staff in at least one event.

4.) Expand and enrich online instruction into new

<p>If the COVID-19 pandemic impacted this assessment cycle, please provide specific details below.</p>	<p>The COVID-19 pandemic along with a change in leadership in the Office of the Provost and an abrupt shift in the transition to all online may have impacted the cycle in terms of materials being posted in a timely manner.</p>
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