

## Specialized Certification

Office or Department of Academic Affairs

Administrative Unit Assessment Report Information

Year Reporting: FY21 (July 2020-June 2021)

Prepared on: 8/31/2021 10:00:00 AM

Prepared by: adon.clark@mga.edu

Email address of person responsible for this report: Adon Clark, adon.clark@mga.edu

### Department 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.

6. Wh2 TJ ET Q BT 0.002 Tc -0.002 Tw 11.04

## Objectives

Objective 2

<p>14. 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>Increase in number of FAA Oral and Practical Exams.</p>
<p>15. Objective 2: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>Number of Oral and Practical exams</p>
<p>16. Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>2% Increase in number of exams given.</p>
<p>17. Objective 2: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 35% engagement)</p>	<p>38% decline in number of tests</p>
<p>18. Objective 2: Did your department meet this objective?</p>	<p>Yes</p>

## Objective 4

26. Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	NA
27. Objective 4: Detail how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	NA
28. Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	NA
29. 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)	NA
30. Objective 4: Did your department meet this objective?	The department met this objective.
31. Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	NA

## Future Plans

32. Please identify and list 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 will improve services levels by 5% as measured by our satisfaction survey. 2) The department will provide training in ABC for at least 73 MGA faculty and staff.

Maintain consistency with number of FAA written exams administered to 375  
Administer 15 FAA Oral & Practical Exams  
Maintain short sign in and test set up time  
Upgrade computer system

