GSW Annual Reporting Update for Support Units

August, 2016
Context for 2016–17 and Beyond

- Submission Date for 2015–16 Annual Reports
  - October 31, 2016
- Reboot Assessment Reporting (2016–19)
- New University Mission & Strategic Plan (2016–21)
- SACSCOC
  - Current Review of Principles of Accreditation
- Renewal of HEA after 2017
Reboot of Assessment Reporting

Why?
- Some Confusion
- Submission of Wrong Report
- Post-Reaffirmation Malaise

All Units on Three-Year Cycle
- Year One (2016): Revisit Mission and Assessment Plan; Collect Assessment Data
- Year Two (2017): Develop Unit Strategic Plan; Collect Assessment Data
- Year Three (2018): Three-Year Assessment Report; Strategic Plan Progress Report

Moving Updates Meetings to Spring
Year One of the Cycle (2016)

- Assessment Plan
  - **Mission Statement**: what is your mission and how has it changed since the last time you reviewed it?
  - **Intended Outcomes**: what four to eight goals does your unit need to meet on an ongoing basis to accomplish this mission?
  - **Measures for Each Outcome**: what data can we or do we collect that will indicate how well we are meeting our goals?
  - **Performance Targets for Each Measure**: what level of performance on our goal measures would indicate satisfactory performance and why?
Proposed University Mission

- Georgia Southwestern State University is a regional and comprehensive university serving a diverse population of students, offering a range of strong undergraduate and graduate programs in a vibrant learning environment. The University is a collegial community that values collaboration and community engagement with an emphasis on faculty, staff, and student interactions. An active student body and state-of-the-art amenities enhance the learning experience on a visually appealing campus located in historic Americus, Georgia.

How does your unit support GSW’ Mission?
The Office of Academic Affairs is responsible for developing policies and procedures which govern the instructional programs and academic life of the University. The mission of the Office of Academic Affairs is to encourage and facilitate academic excellence. The Vice President for Academic Affairs supervises academic personnel and oversees the fiscal affairs of GSW’s College of Arts and Sciences, various Schools, and other academic units.
Operationalizing a mission as outcomes

- developing policies and procedures which govern the instructional programs and academic life of the University
- encourage and facilitate academic excellence
- supervise academic personnel
- oversee the fiscal affairs of GSW’s College of Arts and Sciences, various Schools, and other academic units
Assessment Plan Measures

- Direct Measures: results from observation of behavior or examination of artifacts.
  - Examination of records of stakeholder complaints
  - Examination of request for assistance records
  - Examination of student learning artifacts

- Indirect Measures: results of self-reporting by staff or stakeholders
  - Self-Evaluations
  - Surveys

- A Mix of both types is ideal.
Measuring operational outcomes

- Develop and revise academic policies and procedures in response to changes in higher education, the USG, and GSW.
  - Policies passed by CoAA, Senate, and Faculty
  - Policy and procedure complaint logs
  - Records of policy and complaint appeals and grievances

- Encourage and facilitate academic excellence
  - Six-Year Graduation Rate
  - Other credentials awarded (certificates, Latin honors, etc.)
  - Progress on CCG Goals related to excellence
Targeting performance

- Policies passed by CoAA, Senate, and Faculty
  - 100% of new policies or policy revisions recommended in a given year complete the process for implementation in the next academic year
- Six-Year Graduation Rate
  - Increase by X%
- Progress on CCG Goals related to excellence
  - Meet targets for individual CCG Goals annually
CAS Self-Assessment Guides

- CAS (Council for Advancement of Standards in Higher Education)
- Full Range of Guides Purchased by Josh Curtin
- Available from me or from Josh upon request
- Example Guides
  - Campus Police and Security Services Programs
  - Clinical Health Services
  - Disability Resources and Services
  - Registrar Services and Programs
  - Undergraduate Admissions Programs
Year Two of the Cycle (2017)

- Unit Strategic Plan
  - What goals of the University Strategic Plan can your unit support?
  - What specific actions plans will support the selected goals?
  - How will implement your plans and how will their success be measured?

- Continuing to collect Assessment Data
  - Direct Measures
  - Indirect Measures

- Update Meeting: Spring 2017
Year Three of the Cycle (2018)

- Third-Year Assessment Report
  - Results of assessment data for last three years
  - Analysis of data trends for last three years
  - Plans for improvement

- Unit Strategic Plan Implementation Report
  - Progress towards reaching Unit Goals
  - Success in reaching Unit Goals

- Update Meeting: Spring 2018
Questions?