![Middle Georgia State University logo]

Title.

Middle Georgia State University Administrative Assessment

Instructions. This form is used to collect administrative assessments for each budgeted unit at Middle Georgia State University (academic and nonacademic units). Departments should include a brief mission statement (describing what they do and who they serve), goals the department or unit is working to accomplish (in a 5 year time frame. Your goals and objectives should be reported out individuals, linked to the plan imperatives and strategies, align with the measurable objectives from the previous year , and defined and measurable objectives for the upcoming year. This form should be completed by each budgeted unit no later than the end of July. NOTE: All fields are required, please place NA or O in response field ONLY if the numbered objective is not being utilized, otherwise full responses are required. Provide ALL necessary information requested to the fullest extent possible, such that a peer reviewer is not required to assume any information not provided. Utilize the provided assessment scoring rubric drafting guideline to evaluate your report prior to submission. https://www.mga.edu/institutional-research/docs/IEB_Administrative_Score_Card.pdf

Please SUBMIT the form within 30 minutes of opening this page. If you wait too long to submit you may lose your work In the event that you need to edit your submission, you may contact the Faculty Affairs Manager to secure a custom link to edit and resubmit.

Q1. Submitters Email

kembley.lingelbach@mga.edu

Q2. Who is the person responsible for this report?

Kembley Lingelbach

Q3. For which year are you completing this report?

○ FY 23 (July 2022-June 2023)

◉ FY 24 (July 2023-June 2024)

○ FY 25 (July 2024-June 2025)

Q4. To which division of the University is your unit assigned?

Q5. For which department or area are you reporting? (Ex. Financial Aid, Library, OTR, Athletics, etc)

Information Technology

Q6. 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, report the mission statement for your department.

The mission of the School of Computing is to educate students in ways that lead to fulfilling careers and enhance the economic visibility of Central Georgia. The school provides its graduates with the analytical and problem-solving skills required to excel within the increasingly interconnected and changing global environment. The School pursues this mission as an educational leader in teaching excellence, scholarship, professional service, and community outreach.

Q7. What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.

Continue to grow the national reputation of the program and institution. Continue earning designation as an ABET accredited program and National Security Agency (NSA) Center of Academic Excellence in Cyber Defense. Increase enrollment in the Master's of Science in IT degree program. Continue to monitor and improve the new DScIT program. Begin the ABET program for the new BSCS program.

0. 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 FY24. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY25.

8. Objective 1: What was this department's first objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

Continue to grow the national reputation of the program and institution.

9. Objective 1: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

Over the last year, significant progress has been made in achieving our program objectives. Our national reputation has continued to grow, evidenced by an increase in enrollment for the Masters program from 124 to 137 students. (Fall 2023 to Fall 2023). We have successfully maintained our ABET accreditation and NSA Center of Academic Excellence in Cyber Defense designation. Efforts to monitor and improve the new DScIT program are ongoing, and we have initiated the ABET accreditation process for our new BS in CS program.

10. Objective 1: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

Continued ABET assessment for the BSIT, full comprehensive review scheduled for FY26-27, and continued NSA Center of Academic Excellence in Cyber Defense designation is in effect until the next review in FY 2028, annual reports are submitted to confirm adherence to the NSA CAE program, the Master's of Science in Information Technology Program designation has been approved with upcoming designation ceremony to be announced.

11. Objective 1: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Accreditation Requirements, past performance data, NSA CAE peer program reviews

12. Objective 1: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)

100%

13. Objective 1: Did your department meet this objective?

○ The department did not meet this objective.

◉ The department met this objective.

○ The department exceeded this objective.

14. Objective 1: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

Define National Reputation to include ABET accreditation and NSA CAE designation for the Bachelor of Science in Information Technology program and the Master of Science in Information Technology.

15. Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

Continue earning designation as an ABET-accredited program and National Security Agency (NSA) Center of Academic Excellence in Cyber Defense.

16. Objective 2: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

We have successfully maintained our ABET accreditation and NSA Center of Academic Excellence in Cyber Defense designation. Efforts to monitor and improve the program are ongoing, and we have initiated the ABET accreditation process for our new BS in CS program.

17. Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

Continued ABET assessment for the BSIT, full comprehensive review scheduled for FY26-27, and continued NSA Center of Academic Excellence in Cyber Defense designation is in effect until the next review in FY 2028, annual reports are submitted to confirm adherence to the NSA CAE program, the Master's of Science in Information Technology Program designation has been approved with upcoming designation ceremony to be announced. The new Computer Science program will undergo ABET assessment in FY 26-27; assessment data collection initiated during the Fall 2023.

18. Objective 2: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Accreditation Requirement and past performance data

19. 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)

100%

20. Objective 2: Did your department meet this objective?

- ○ The department did not meet this objective.
- ● The department met this objective.
- ○ The department exceeded this objective.

21. Objective 2: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

Continue a process improvement review of program goals that align with the ABET accreditation and NSA CAE designation program objectives.

22. Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

Increase enrollment in the Master of Science in IT degree program and continue to monitor and improve the Doctorate of Science in IT program

23. Objective 3: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

The Master of Science in Information Technology (MSIT) has an 11% increase in enrollment from Fall 2022 to Fall 2023 (124 to 137 students). Continuing to review the DScIT program, modified pre-requisites approved by the graduate committee and faculty, updated reviewed and approved modifications to clarify the application process.

24. Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

An increase over the last year (Fall 2022 to Fall 2023); DScIT program - Continue to monitor program outcomes and student course assessments for needed modifications.

25. Objective 3: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Enrollment Data, past performance data

26. 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)

100%

27. Objective 3: Did your department meet this objective?

○ The department did not meet this objective.

● The department met this objective.

○ The department exceeded this objective.

28. Objective 3: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

The objective change requires a measurable objective for the MSIT program, which will determine the % of increase for the next target performance level. Continuous process improvement for the MSIT and the DScIT is ongoing and reviewed performance data through the graduate program committee.

29. Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.

Continue the ABET accreditation process for new Bachelor of Science in Computer Science program

30. Objective 4: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

The Computer Science Program will undergo its initial accreditation process in FY 26-27. Assessment data collection began in the Fall 2023 semester. The Computer Science Department is newly created in the School of Computing beginning Fall 2024.

31. Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)

100% participation in faculty assessment data collection

32. Objective 4: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)

Accreditation Requirement

33. 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)

100%; the ABET assessment data is currently being collected and analyzed for initial assessment in FY 26-27

34. Objective 4: Did your department meet this objective?

○ The department did not meet this objective.

◉ The department met this objective.

○ The department exceeded this objective.

35. Objective 4: Improvement Plans and Evidence of changes based on an analysis of the results: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

Continue to review and assess the ABET assessment data collected to ensure alignment for the initial submission in FY 26-27. The Computer Science Department is newly created in the School of Computing beginning Fall 2024.

36. Based on your goals and objectives listed above please indicate their connection with MGA's Strategic Plan (https://www.mga.edu/about/strategic-plan/docs/Strategic_Plan_2023-2028.pdf) by checking all associated and relevant Strategies from the list below. (Check all the apply)

☑ Champion Student Success 1. Demonstrate standards of excellence in all academic programs

☑ Champion Student Success 2. Grow student engagement at all degree levels

☑ Champion Student Success 3. Expand enrollment and graduation

☑ Lead Innovation and Economic Opportunity 4. Ensure high-demand programs for workforce and career alignment

☐ Lead Innovation and Economic Opportunity 5. Use Center for Middle Georgia Studies to drive University outreach

☐ Lead Innovation and Economic Opportunity 6. Coordinate faculty scholarship and grant awards to build University reputation

☐ Build Culture and Identity 7. Plan, resource, and promote campus roles and identities

☐ Build Culture and Identity 8. Pursue great-place/college -to-work designation

☐ Build Culture and Identity 9. Promote culture of wellness throughout the MGA community

☐ Build Culture and Identity 10. Compete and win at the NCAA Division II level

☐ Sustain Fiscal Resilience and Brand Value 11. Apply data-driven accountability to all operations

☐ Sustain Fiscal Resilience and Brand Value 12. Maintain access, affordability and value for all students

☐ Sustain Fiscal Resilience and Brand Value 13. Grow and diversity streams of revenue

37. Please indicate which of the following actions you took as a result of the 2022/2023 Assessment Cycle **(prior cycle)** (Note: These actions are documented in reports, memos, emails, meeting minutes, or other directives within the reporting area)(Check all the apply)

☑ Disseminating/Discussing Assessment Results/Feedback to Appropriate Members of the Campus Community

☑ Disseminating/Discussing Assessment Results/Feedback to Appropriate External Stakeholders

☐ Faculty or Staff Support: Professional Development Activities, Trainings, Workshops, Technical Assistance

☐ Process Changes: Improve, Expand, Refine, Enhance, Discontinue, etc Operational Processes

☐ Request for Additional Financial or Human Resources

☐ Customer Service Changes: Communication, Services, etc

☑ Making Improvements to Teaching Approach, Course Design, Curriculum, Scheduling, other

☐ Evaluating and/or Revising the Reporting Lines Internal Assessment Processes

☐ Other [   ]

38. Please indicate which of the following actions you will take as a result of the 2023/2024 Assessment Cycle **(current cycle)** (Note: These actions must be documented in reports, memos, emails, meeting minutes, or other directives within the reporting area)(Check all the apply)

☑ Disseminating/Discussing Assessment Results/Feedback to Appropriate Members of the Campus Community

☑ Disseminating/Discussing Assessment Results/Feedback to Appropriate External Stakeholders

☐ Faculty or Staff Support: Professional Development Activities, Trainings, Workshops, Technical Assistance

☐ Process Changes: Improve, Expand, Refine, Enhance, Discontinue, etc Operational Processes

☐ Request for Additional Financial or Human Resources

☐ Customer Service Changes: Communication, Services, etc

☑ Making Improvements to Teaching Approach, Course Design, Curriculum, Scheduling, other

☐ Evaluating and/or Revising the Reporting Lines Internal Assessment Processes

☐ Other [   ]

39. Please provide a **comprehensive narrative** outlining how assessment results are utilized for continuous improvement in this field. Your narrative **should be of sufficient length and detail** to address the past, present, and future aspects of assessment, with specific emphasis on how these results inform decision-making and drive improvement efforts.

> Continuous Improvement Review of Program Goals The Department of Information Technology's MSIT program goals focus on what graduates are expected to attain within a few years of graduation. A periodic review of the goals ensures that they remain consistent with the institutional mission and the needs of our constituents. The reviews include input from the Department's advisory board, the use of an area employer survey, and the use of an alumni survey. Assessment of Student Learning Outcomes The Student Learning Outcomes (SLO) are assessed using direct assessments via courses in the program using the following procedures: 1. The summative assessment data are collected for all student outcomes. 2. The Faculty Coordinator for each Student Outcome collects data on each Performance Indicator of a given Student Outcome. Each Performance Indicator has a designated course known as the Source of Assessment. 3. Each Performance Indicator will have an assessment instrument with associated rubric(s) for the purpose of data collection. 4. The Source of Assessment Faculty Coordinator analyzes the data and submits the results to the Assessment Facilitator the semester following the data collection. 5. The Assessment Facilitator and the appropriate committee convene to evaluate the results the semester following the data collection.

40. Please indicate (if appropriate) any local, state, or national initiatives (academic or otherwise) that are influential in the operations, or goals, and objectives of your unit. (Complete College Georgia, USG High Impact Practice Initiative, LEAP, USG Momentum Year, Low-Cost No-Cost Books, etc)

> The department strives to adhere to Complete College Georgia and Momentum year approaches with advising and semester course development. Some classes implement LEAP approaches. All courses include a growth mindset statement and may include related activities. We aim for low-cost, no-cost text where there are great resources available. Multiple courses integrate HIPs

41. 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.

1. Continue to grow the national reputation of the program and institution. 2. Continue earning designation as an ABET-accredited program and National Security Agency (NSA) Center of Academic Excellence in Cyber Defense. 3. Continue increasing enrollment by 5% in the Master of Science in IT degree program and monitor and Continue to improve the new DScIT program. 4. Continue the ABET accreditation process for new BS in CS program

42. Optional Mindset Update (Academic Deans ONLY) Please provide an update on the implementation of your school based mindset plan/strategy. Include any adjustments to metrics for the FY23 as well as outcomes associated with your appraisal of your schools activities.

43. Optional: The following upload portal is available to supplement your report with supportive documentation should you wish to provide any (instruments, data, etc).