

END OF YEAR REPORT FORMAT FOR ANNUAL ASSESSMENT 2015-2016

Unit Name	Registrar
Goal 1	Implement Plan component of Degree Works
Strategic Initiative(s) (Choose from priorities 1-5)	<ol style="list-style-type: none"> 1. Access with Excellence Gordon State College will serve the educational needs of the region and the state by maintaining its mission as an access institution, while expanding to offer wider access to baccalaureate programs and assuring excellence in its offerings and service to its constituents. By maintaining access while expanding programs, Gordon State College will open the doors to a college education to a wider audience, resulting in a more educated Georgia. 2. A Diverse Academic Environment Gordon State College will advance the academic work of the College and the resources that support it. The synthesis of the intellectual, cultural and material resources of the campus community will support the development of effective habits of mind for all participants. The College will support the physical, technological and pedagogical resources needed to achieve this goal. This focuses resources and energies on the core educational mission of the College, and promotes the ongoing development of all of the College’s stakeholders through strategic allocation of resources. 3. Retention, Progression, and Graduation Gordon State College will increase retention (the number of students that are retained from one year to the next), graduates (the number of students who graduate from two-year and four-year programs), and the number of students who progress from Gordon State College to the next appropriate step (such as transfer to another college). By accomplishing these goals, the College will contribute to a more educated population, prepared to face the challenges and opportunities of the 21st century. 5. Efficiency, Accountability, and Sustainability Gordon State College is committed to providing a welcoming atmosphere that attracts a diverse community and engages through academics and culture. In a dynamic economic atmosphere, Gordon State College must constantly strive to improve operational efficiencies, ensure a commitment to performance and accountability, and advance our financial resources sustainability, in order to achieve these goals.

Time Frame	2015-2016
Objective	Give students and academic advisors the ability to create two or four year plans outlining the coursework required to complete degree requirements and graduate from Gordon State College
Measures	academic advisors attend one of four faculty training sessions
Target (Desired Performance and Deadline)	70%
Data Collection (Who/Where/When)	Registrar reviews progress toward implementation with Assistant Registrar (project functional lead) and Information Technology staff (project technical lead) each semester.
Findings & Status	<p>Fall: Kristi Hayes attended Degree Works sessions at 2015 GA Summit. Performance issues have been encountered after installation of Degree Works 4.1.4 upgrade in the Test database. We are currently working with Ellucian to resolve these issues. Progress has been affected by the staffing situation in Information Technology.</p> <p>Spring: Kristi Hayes continues to work with the GSC IT department to identify and resolve issues within the Test database resulting from the 4.1.4 Degree Works upgrade. Technical lead responsibilities are currently being transitioned from Jody DeFore to Kirsten Joyner. Kristi will remain functional lead. Kristi, Jody, and Kirsten will meet with Ellucian Action Line representatives at the Degree Works Symposium in Denver, CO in April to obtain additional assistance in resolving the current issues we are experiencing in the GSC Test environment.</p>
Discussion of Results and Action Plan	Once all issues are resolved, this objective will be carried forward to FY17.
Measures	Training sessions offered for students
Target (Desired Performance and Deadline)	4 student training sessions offered
Data Collection (Who/Where/When)	Registrar reviews progress toward implementation with Assistant Registrar (project functional lead) and Information Technology staff (project technical lead) each semester.
Findings & Status	<p>Fall: Kristi Hayes attended Degree Works sessions at 2015 GA Summit. Performance issues have been encountered after installation of Degree Works 4.1.4 upgrade in the Test database. We are currently working with Ellucian to resolve these issues. Progress has been affected by the</p>

	<p>staffing situation in Information Technology.</p> <p>Spring: Kristi Hayes continues to work with the GSC IT department to identify and resolve issues within the Test database resulting from the 4.1.4 Degree Works upgrade. Technical lead responsibilities are currently being transitioned from Jody DeFore to Kirsten Joyner. Kristi will remain functional lead. Kristi, Jody, and Kirsten will meet with Ellucian Action Line representatives at the Degree Works Symposium in Denver, CO in April to obtain additional assistance in resolving the current issues we are experiencing in the GSC Test environment.</p>
Discussion of Results and Action Plan	Once all issues are resolved, this objective will be carried forward to FY17.
Goal 2	Meet USG mandate to provide access to eCore classes through INGRESS
Strategic Initiative(s) (Choose from priorities 1-5)	<ol style="list-style-type: none"> 1. Access with Excellence Gordon State College will serve the educational needs of the region and the state by maintaining its mission as an access institution, while expanding to offer wider access to baccalaureate programs and assuring excellence in its offerings and service to its constituents. By maintaining access while expanding programs, Gordon State College will open the doors to a college education to a wider audience, resulting in a more educated Georgia. 2. A Diverse Academic Environment Gordon State College will advance the academic work of the College and the resources that support it. The synthesis of the intellectual, cultural and material resources of the campus community will support the development of effective habits of mind for all participants. The College will support the physical, technological and pedagogical resources needed to achieve this goal. This focuses resources and energies on the core educational mission of the College, and promotes the ongoing development of all of the College’s stakeholders through strategic allocation of resources. 3. Retention, Progression, and Graduation Gordon State College will increase retention (the number of students that are retained from one year to the next), graduates (the number of students who graduate from two-year and four-year programs), and the number of students who progress from Gordon State College to the next appropriate step (such as transfer to another college). By accomplishing these goals, the College will contribute to a more educated population, prepared to face the challenges and opportunities of the 21st century.

	<p>4. Community Partnerships and Engagement Gordon State College will support and enhance pathways for the exchange of knowledge and other resources with the community, including local, regional, state, and national entities. These community partnerships will strengthen both the College and the community by increasing the resources available to each, and build a mutual respect for the benefits each brings to the partnership.</p> <p>5. Efficiency, Accountability, and Sustainability Gordon State College is committed to providing a welcoming atmosphere that attracts a diverse community and engages through academics and culture. In a dynamic economic atmosphere, Gordon State College must constantly strive to improve operational efficiencies, ensure a commitment to performance and accountability, and advance our financial resources sustainability, in order to achieve these goals.</p>
Time Frame	2015-2016
Objective	Prepare Gordon State College to provide access to eCore classes as a non-eCore affiliate institution through use of INGRESS
Measures	Information provided to students and faculty on eCore class availability and registration process
Target (Desired Performance and Deadline)	100%
Data Collection (Who/Where/When)	Goal has been met. Participation in the USG eCore program provides expanded class offerings to students in an online delivery format which contributes to improve student retention, progression, and graduation.
Findings & Status	Training, installation, and testing completed. eCore registration available at Gordon State College effective Fall 2015.
Discussion of Results and Action Plan	Goal has been met
Goal 3	Study feasibility of changing readmission requirements for former students
Strategic Initiative(s) (Choose from priorities 1-5)	3. Retention, Progression, and Graduation Gordon State

	<p>College will increase retention (the number of students that are retained from one year to the next), graduates (the number of students who graduate from two-year and four-year programs), and the number of students who progress from Gordon State College to the next appropriate step (such as transfer to another college). By accomplishing these goals, the College will contribute to a more educated population, prepared to face the challenges and opportunities of the 21st century.</p> <p>5. Efficiency, Accountability, and Sustainability Gordon State College is committed to providing a welcoming atmosphere that attracts a diverse community and engages through academics and culture. In a dynamic economic atmosphere, Gordon State College must constantly strive to improve operational efficiencies, ensure a commitment to performance and accountability, and advance our financial resources sustainability, in order to achieve these goals.</p>
Time Frame	2015-2016
Objective 1	Extend period of absence allowed before students must apply for readmission to the college
Measures	to extend period of absence allowed before students must apply for readmission
Target (Desired Performance and Deadline)	Proposal submitted and approved
Data Collection (Who/Where/When)	Readmission policies of all USG institutions reviewed by Registrar fall semester 2015
Findings & Status	Fall: Readmission policies of all USG institutions reviewed through institution websites, catalogs, and telephone contact when needed.
Discussion of Results and Action Plan	Use results from review of readmission policies of USG institutions to prepare a proposal on period of absence allowed before a student must apply for readmission. Proposal will be presented to AARRFA committee for review and recommendation to Faculty Senate in FY17.
Objective 2	Extend by one or more semesters the enrollment period allowed before students must update readmission applications if they do not enroll for the term specified in the readmission application

Measures	To extend by one or more semesters the enrollment period allowed before students must update readmission applications if they do not enroll for the term specified in the readmission application
Target (Desired Performance and Deadline)	Proposal submitted and approved
Data Collection (Who/Where/When)	Readmission policies of all USG institutions reviewed by Registrar fall semester 2015
Findings & Status	Fall: Readmission policies of all USG institutions reviewed through institution websites, catalogs, and telephone contact when needed.
Discussion of Results and Action Plan	Use results from review of readmission policies of USG institutions to prepare a proposal on extending the enrollment period allowed before students must update a readmission application if they do not enroll for the term specified in the readmission application. Proposal will be presented to AARRFA committee for review and recommendation to Faculty Senate in FY17.