

The Office of Institutional Effectiveness

Deborah Josey Burks, Director
Jocelyn Johnson, Program Assistant
A Building, Room 341

Introduction

The following slides were developed as an introduction to guide CGTC employees through the public and internal IE web pages. If you have questions, after your review, please give the Office of IE a call.

IE Purpose

- To support a comprehensive institutional effectiveness process that utilizes the institution's mission and purpose as the foundation of planning and evaluation.
- To provide a means by which faculty, staff, students, and administration have opportunities for input concerning programs, processes, and services at Central Georgia Technical College.
- To ensure that continuous improvement occurs based on the use of accurate information for decision-making.

IE Web (public access)

From the CGTC Home page: <http://www.centralgatech.edu/>

- * College profile
- * Factbook



CGTC CENTRAL GEORGIA TECHNICAL COLLEGE

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Office of Institutional Effectiveness

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The Office of Institutional Effectiveness Fact Book

Purpose

The Office of Institutional Effectiveness coordinates the Performance Accountability System, Carl D. Perkins activities as well as assists the leadership team in institutional operational and learning outcome planning, manages institutional research, and serves as a liaison to the College's regional accrediting body.

- [Glossary](#)
- [CGTC Impact Report as of January 2010](#)
- [Enrollment Analysis Summary 2009](#)
- [Fifth Year Interim Report](#)

Planning Links

- CGTC Strategic Plan: [FY 2009 - FY 2014](#)
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[More Public Links](#)

Intranet Quick Links

- [A Primer on Institutional Effectiveness at CGTC for Administrators, Faculty and Staff](#)
The continuity file to assist new personnel in acquainting themselves with institutional effectiveness reporting and planning techniques.
- [Institutional Effectiveness Activities Calendar for FY 2010](#)
An annual schedule of institutional effectiveness Unit activities.

[More Intranet Links](#)


Logging onto the IE Intranet



Select the following links: <http://www.centralgatech.edu/>
Faculty and Staff
Intranet
IE

IE Intranet Home Page

https://intranet.centralgatech.edu/intranet/menu_system/institutional_effectiveness.html




intranet
CENTRAL GEORGIA TECHNICAL COLLEGE

FacFusion Intranet

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[Academic Affairs](#) [Administrative Services](#) [Advancement/PR](#) [Economic Development](#) **[IE/Facilities](#)** [IT](#) [President](#) [Student Affairs](#)



Deborah Burks
Director, Institutional Effectiveness


The **Office of Institutional Effectiveness** coordinates the Performance Accountability System, assists the leadership team in institutional planning, manages institutional research, and serves as a liaison to regional and national accrediting bodies.


[Institutional Effectiveness Staff](#)

 [Institutional Effectiveness Organization Chart](#)


Institutional Effectiveness Public Links:

[IE Home Page \(Fact Book\)](#)


 **INSTITUTIONAL EFFECTIVENESS DOCUMENTS AND LINKS**

 [COC Compliance Website](#)
[QEP Home](#)
[Plans and Learning Outcomes](#)

[Perkins Improvement Activities Documentation: Non-Traditional Participation \(FY2010\)](#)
[Perkins Review CY 2009 and PAR CY 2010 Wiki](#)

 **INSTITUTIONAL EFFECTIVENESS INTRANET WEB SECTIONS**

[Enrollment Trends](#)
[Planning](#)
[Surveys](#)

 **PAS (PERFORMANCE ACCOUNTABILITY SYSTEM) FILES**

[PAS Measures \[.doc\]](#)
[PAS Report \[.docx\]](#)
[Revised PAS Overview \[.pptx\]](#)
[Sample Performance Corrective Action Plan \[.docx\]](#)

Plans and Learning Outcomes

<https://intranet.centralgatech.edu/intranet/ie/plans.html>

Intranet
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FacFusion | Intranet

Central Georgia Technical College >> Intranet >> Institutional Effectiveness

Academic Affairs | Administrative Services | Advancement/PP | Economic Development | **IE/Facilities** | IT | President | Student Affairs

Operational Assessment Planning Forms Menu

- [Select and Edit Plans](#)
- [Add Plan](#)

Learning Outcomes Menu

- [Select and Edit Learning Outcomes](#)
- [Add a Learning Outcome](#)

Strategic Plan

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- [Strategic Plan Archive FY 2003 - 2008](#)

Operational Assessment Plans Reports

- [Plan Completion Report - Blank Assessment](#)
- [Plans by Fiscal Year Resource Sums](#)
- [Plans by Fiscal Year Resource and Unit](#)
- [Plans by Resources](#)

PLANS AND LEARNING OUTCOMES

Institutional Effectiveness is the process of articulating the mission of the college, setting goals, defining how the college and community will know when these goals are being met, and using the data from assessment in an on-going cycle of planning and evaluation. This section of the web site allows Central Georgia Technical College Planning Units to develop Institutional Effectiveness Plans and Reports and creates an electronic archive of those plans and reports.

New [Success Indicators End of Year Report FY2009](#) (for internal use only)

[Assessment of Student Learning Tips](#) – A must-read for all Faculty.

[Principles of Good Practice for Assessment](#)

[Orientation for Faculty and Staff – Operational Planning](#)

[Orientation for Faculty – Outcome Based Assessment](#)

Operational Plans

<https://intranet.centralgatech.edu/intranet/ie/plans/plans1.cfm>

Intranet
CENTRAL GEORGIA TECHNICAL COLLEGE

FacFusion Intranet

Central Georgia Technical College >> Intranet >> Institutional Effectiveness >> Operational Assessment Plans and Learning Outcomes

Academic Affairs Administrative Services Advancement/PR Economic Development **IE/Facilities** IT President Student Affairs

OPERATIONAL ASSESSMENT PLANNING FORMS - SELECT PLANS

Select Planning Unit Name	ALL
Unit/Goal Number	ALL SELECT ALL
Planning Year	SELECT ALL
Link to Strategic Plan Goal Number	SELECT ALL View Strategic Plan
Goal Met?	SELECT ALL
Documentation?	SELECT ALL
	Submit

[Add Plan](#)

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[Plans by Resources](#)

Operational Plans of all Units are listed here
You can select All – choose the unit or program
Then choose the Planning Year you wish to review
Then click Submit

Learning Outcomes

Intranet
CENTRAL GEORGIA TECHNICAL COLLEGE

Central Georgia Technical College >> Intranet >> Institutional Effectiveness >> Plans and Learning Outcomes

Academic Affairs | Administrative Services | Advancement/PR | Economic Development | **IE/Facilities** | IT | President | Student Affairs

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❖ LEARNING OUTCOMES - SELECTED LEARNING OUTCOMES
[Back to Search Form](#)

Instructional Planning Unit	Criminal Justice Technology (Kramer)																																								
Purpose	The Criminal Justice Technology program is a sequence of courses that prepares students for Criminal Justice Technology professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of Criminal Justice Technology theory and practical application necessary for successful employment. Program graduates receive either a diploma or an Associate of Applied Technology degree and are qualified to obtain employment that can lead to on-the-job training for certification as a peace officer. Graduates who are current practitioners will benefit through enhancement of career potential.																																								
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Learning Outcomes and Assessment	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 20%; text-align: center;">Course(s)</th> </tr> </thead> <tbody> <tr> <td> <input type="checkbox"/> 1. Learning Competency/Outcome </td> <td></td> </tr> <tr> <td>Research and interpret U. S. Supreme Court cases that are of significance to criminal justice.</td> <td>CRJ 202</td> </tr> <tr> <td>Assessment Means or Measures:</td> <td></td> </tr> <tr> <td>Students will successfully complete a course project consisting of five case briefs of U.S. Supreme Court cases with a score of 80% or better.</td> <td></td> </tr> <tr> <td>Assessment Results:</td> <td></td> </tr> <tr> <td>Nine out of 18 students met the standard. Eight of the students chose to ignore the assignments.</td> <td></td> </tr> <tr> <td>Use of Assessment Results:</td> <td></td> </tr> <tr> <td>The case briefs are effective in teaching research and reinforcing course material and should be continued to next year.</td> <td></td> </tr> <tr> <td> <input type="checkbox"/> 2. Learning Competency/Outcome </td> <td></td> </tr> <tr> <td>Students will be able to explain the elements of the principal felonies and misdemeanors of the Georgia Criminal Code and the Georgia Traffic Code.</td> <td>CRJ 168</td> </tr> <tr> <td>Assessment Means or Measures:</td> <td></td> </tr> <tr> <td>Students will, with 70% accuracy, diagram the elements of selected crimes that are contained in Georgia Criminal Code and Traffic Code in a course long project.</td> <td></td> </tr> <tr> <td>Assessment Results:</td> <td></td> </tr> <tr> <td>82% of the students met the standards. Those students who did not reach the standard did so because they avoided doing the required work.</td> <td></td> </tr> <tr> <td>Use of Assessment Results:</td> <td></td> </tr> <tr> <td>Continue the process because it is a valuable learning tool that reinforces classroom instruction and is effective for preparing for tests.</td> <td></td> </tr> <tr> <td> <input type="checkbox"/> 3. Learning Competency/Outcome </td> <td></td> </tr> <tr> <td>Explain the situations that have the most danger for law enforcement officers while performing their duties.</td> <td>CRJ 104</td> </tr> <tr> <td>Assessment Means or Measures:</td> <td></td> </tr> </tbody> </table>		Course(s)	<input type="checkbox"/> 1. Learning Competency/Outcome		Research and interpret U. S. Supreme Court cases that are of significance to criminal justice.	CRJ 202	Assessment Means or Measures:		Students will successfully complete a course project consisting of five case briefs of U.S. Supreme Court cases with a score of 80% or better.		Assessment Results:		Nine out of 18 students met the standard. Eight of the students chose to ignore the assignments.		Use of Assessment Results:		The case briefs are effective in teaching research and reinforcing course material and should be continued to next year.		<input type="checkbox"/> 2. Learning Competency/Outcome		Students will be able to explain the elements of the principal felonies and misdemeanors of the Georgia Criminal Code and the Georgia Traffic Code.	CRJ 168	Assessment Means or Measures:		Students will, with 70% accuracy, diagram the elements of selected crimes that are contained in Georgia Criminal Code and Traffic Code in a course long project.		Assessment Results:		82% of the students met the standards. Those students who did not reach the standard did so because they avoided doing the required work.		Use of Assessment Results:		Continue the process because it is a valuable learning tool that reinforces classroom instruction and is effective for preparing for tests.		<input type="checkbox"/> 3. Learning Competency/Outcome		Explain the situations that have the most danger for law enforcement officers while performing their duties.	CRJ 104	Assessment Means or Measures:	
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CGTC Strategic Plan

http://www.centralgatech.edu/ie/strategic_plan/contents.htm

Strategic Plan Sections

[Strategic Plan Sections](#)

[Mission](#)

[Expanded Statement of Purpose](#)

[Vision](#)

[Guiding Principles](#)

[Goal 1 – Progression Of Educational Opportunities](#)

[Goal 2 – Community Educational Awareness And Participation](#)

[Goal 3 – Collegiate And Community Learning Environment](#)

[Goal 4 – Student Preparation, Retention, And Success](#)

[Goal 5 – Expanded Educational Programs](#)

[Goal 6 – Business And Industry Services For Economic Development](#)

[Goal 7 – Improved Educational Resources And Infrastructure](#)

[Goal 8 – Responsiveness, Quality, And Accountability](#)

Contact Information

Office of Institutional Effectiveness

Central Georgia Technical College

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The screenshot shows the website for the Office of Institutional Effectiveness at Central Georgia Technical College. The header includes the CGTC logo and navigation links: Home, IE Intranet, Accreditation, Links, and IE Staff. The main content area features a section titled "The Office of Institutional Effectiveness Fact Book" with a "Purpose" section. To the right, there is a "Glossary" section with links to "CGTC Impact Report as of January 2010", "Enrollment Analysis Summary 2009", and "Fifth Year Interim Report". Below this, there are two columns of links: "Planning Links" and "Intranet Quick Links".

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