STATEMENT OF MISSION:
The mission of the Office of Institutional Effectiveness and Planning (IEP) is to provide a roadmap for a systematic and ongoing process of collecting information for improving the overall effectiveness of Philander Smith College, to promote continuous improvement in Philander Smith College programs through outcomes assessment and, apply focused and sustained strategic planning criteria to all units, departments, programs and offices that contribute to student success in college.

OBJECTIVES:
1. To collect campus-wide data for system-wide usage, in consultation with the Office of Research and Assessment
2. To collect, compile, and monitor the reports from the President’s Cabinet relative to the 2014-2019 Philander Smith College Strategic Plan
3. To write, in collaboration with the PSC/NCA Steering Committee, the Philander Smith College Self-Study Report and submit it to the Higher Learning Commission by September 3, 2014, as approved by the College.

<table>
<thead>
<tr>
<th>STRATEGIC IMPERATIVE / EXPECTED OUTCOMES</th>
<th>MEASURABLE PERFORMANCE CRITERIA / OUTCOMES / METRICS</th>
<th>PROGRAM ACTIVITIES/ STRATEGIES / ACTIONS</th>
<th>ASSESSMENT / EVALUATION</th>
<th>ACTIONS FOR IMPROVEMENT</th>
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<tbody>
<tr>
<td>Strategic Objective One: Enrollment Stabilization Strategic Action: 1.3: Refocus recruiting efforts</td>
<td>Complete two pending articulation agreements with Pulaski Technical College and Shorter College of North Little Rock, Arkansas. Complete Articulation Agreement for ROTC Military Science Program at University of Central Arkansas and Philander Smith College</td>
<td>Action 3: Develop articulation agreements with community colleges</td>
<td>Completed Articulation Agreement for ROTC Military Science Program at the University of Central Arkansas and Philander Smith College was completed July 2014.</td>
<td>Finalize two pending articulation agreements with community colleges.</td>
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<td>Strategic Objective Two: Academic Distinction Strategic</td>
<td>Annual meetings and assessment starting October 2014</td>
<td>Action 2: Establish and implement procedures for periodic assessment review, in partnership with Academic Affairs</td>
<td>Periodic assessment reviews starting October 2014, as evidenced by minutes of Annual meetings</td>
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<td>Action 2.4: Retool and align learning assessment, in partnership with Academic Affairs</td>
<td>Strategic Objective Three: Operational Éclat Strategic Action 3.9: Revise institutional policies and procedures to ensure they are social justice centered.</td>
<td>Outcome 3: Meet with Social Justice Initiative Unit to plan the Spring Trip to the Association for Student Conduct Administrators Conference to attend sessions geared toward Restorative Justice. Discuss pros, cons, and areas of Improvement for the Student Conduct Process, Spring 2015--Attend ASCA Conference. After conference, create an outline for incorporating a model for restorative justice, which includes inviting a consultant to campus for critique. (Timeline: Fall 2014; Completion date -- Spring 2016. May 2015--create a restorative justice model guideline; June 1, 2015, create rough draft; July 1, 2015--finalize draft; August 1, 2015—adopt restorative justice model.</td>
<td>Development and implementation of PSC Policy on Institutional Effectiveness</td>
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<td>Strategic Objective Three: Operational Éclat Strategic Action 3.14: Purchase strategic planning and accreditation software</td>
<td>Taskstream software purchase, system development, and implementation by spring 2014</td>
<td>Purchase Taskstream software summer 2013; system development fall 2013; implementation spring 2014</td>
<td>Taskstream installation and implementation by spring 2014</td>
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<td>Collect, compile, and monitor President Cabinet’s monthly</td>
<td>100% of President’s Cabinet reports received by July 31, 2014</td>
<td>Collect Cabinet Reports monthly beginning July 31, 2014</td>
<td>Following up on email reminders monthly beginning July 2014</td>
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<td>reports relative to the 2014-2019 PSC Strategic Plan</td>
<td>Submit the Philander Smith College Self-Study to the Higher Learning Commission by September 1, 2014</td>
<td>The Higher Learning Commission receives PSC Self-Study by September 1, 2014</td>
<td>Complete writing of Self-Study; writing of report; review by PSC Steering Committee, and approval through appropriate channels</td>
<td>By September 3, 2014, PSC Self-Study electronically sent and received at the Higher Learning Commission in Chicago, Illinois.</td>
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