



University of the Virgin Islands

2007
ASSESSMENT RECORD FOR
DEPARTMENT/UNIT

Global and Graduate Education Unit

(Name of Administrative or Educational Support Department/Unit)

October 1, 2007 to September 30, 2008

(Assessment Period Covered)

May 10, 2007

(Date Submitted)

Submitted By: Dr. Utha O. Williams, Interim Executive Director

(Unit Director)



University of the Virgin Islands

2007 ASSESSMENT REPORT FOR

Global and Graduate Education Unit
(Administrative or Educational Support Unit)

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Expanded Statement of Institutional Purpose Linkage:

Institutional Mission/Goal(s) Reference:

- 1.A..7 – Offer high quality outcomes-based academic programs, etc.
- 1.C.4 – Increase enrollment by enhancing recruitment, registration and enrollment-related services.
- 1.D.3 - Enhance student services while increasing retention and graduation rates.

Administrative or Educational Support Unit Mission Statement:

Graduate Programs:

To foster establishment and implementation of programs, processes, policies and services to attract and retain graduate students.

Global (International) Programs:

To synthesize all operational processes to develop and administer global (international) initiatives within the Academic Affairs Component.



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Intended Administrative or Educational Support Objective:

NOTE: There should be one form C for each intended objective listed on form B. The intended unit objective should be stated in the box immediately below and the strategic thrust number entered in the blank spaces.

Global and Graduate Education Unit will increase the number of collaborative, articulation, and special agreements by 5% with domestic.

First Means of Assessment for Objective Identified Above:

1. Means of Unit Assessment & Criteria for Success:
1.A.7 – Tangible evidence (records, logs), agreement, etc., attesting to collaborations with other institutions, domestic, regional and global (international).

Up-to-date files of individual agreements executed with domestic, regional and global institutions and signed by institutional officials.

2. Summary of Assessment Data Collected:

3. Use of Results to Improve Unit Services:



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Intended Administrative or Educational Support Objective:

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Global and Graduate Education Unit will provide advising services to improve and facilitate the orientation and enrollment process within the Unit

First Means of Assessment for Objective Identified Above:

1. Means of Unit Assessment & Criteria for Success:

1.C.4 – Global and Graduate Education Unit will increase by 10% the number of students enrolled as a result of collaborative and special articulation agreements and/or direct marketing initiatives.

Maintain up-to-date records of the numbers of enrolled students through Global and Graduate recruitment and marketing initiatives.

2. Summary of Assessment Data Collected:

3. Use of Results to Improve Unit Services:



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Intended Administrative or Educational Support Objective:

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Global and Graduate Education Unit will enhance student services with a view toward increasing graduate student retention.

First Means of Assessment for Objective Identified Above:

1. Means of Unit Assessment & Criteria for Success:

1.D.3 – Global and Graduate Education Unit will increase its visibility, involvement, and participation in student services initiatives to attract and retain graduate students.

2. Summary of Assessment Data Collected:

Maintain up-to-date from graduate and student exchange assessments of satisfaction levels of advising, orientation assistance, enrollment assistance, and policies and procedures governing their interaction with the Unit and institution.

3. Use of Results to Improve Unit Services:

Global and Graduate Education Unit will develop a linkage system with the Admissions, Registrar, and Student Services Units to improve data collection on graduate and exchange students enrolled each academic year.



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