

*Institutional Effectiveness*  
*Annual Report*  
*2019-2020*

**\*\*\*Completed in July, 2020**

**Southeastern Baptist College**

## **Southeastern Baptist College** ***Institutional Effectiveness Annual Calendar***

### **June/July**

1. The Institutional Effectiveness Committee completes the current year's I.E. Annual Report by reviewing the assessment results for the year (Column Four) and by making determinations to address in the next academic year. (Column Five).
2. The Institutional Effectiveness Director presents results from the current year's student/faculty evaluations to the Institutional Effectiveness Committee. Strengths and weaknesses are identified based on the surveys, and ways to improve are established; evaluation results are then added to the current year's Annual Report, along with an analysis of the year's strengths and weaknesses (with planned improvements for the next year). Results and plans are distributed to all full-time faculty and staff.
3. The Institutional Effectiveness Committee adopts outcome statements and procedures for the next academic year (Columns One, Two, and Three) based on the following:
  - (a) Action Plan Objective Steps in the Five-Year Planning Document
  - (b) The current year's "Use of Results" determinations
  - (c) New ideas discussed/approved during this annual I.E. Committee planning session
  - (d) The current year's Survey Results

### **October**

First of Month: The Institutional Effectiveness Committee presents the new academic year's Assessment Plan (Columns One, Two, and Three) to the Board of Trustees for approval, along with the previous year's I.E. Annual Report results.

Last of Month: The Institutional Effectiveness Committee meets to assess the progress being made on the current year's plans/intended outcomes.

### **Throughout the Year**

Data collection is conducted as appropriate, coordinated by the Institutional Effectiveness Director.

### **January**

The Institutional Effectiveness Committee meets to assess the progress being made on the current year's plans/intended outcomes.

### **July**

Cycle begins again.

**2019-2020 PLAN NUMBER 1.1 – ADMISSIONS/RECRUITMENT**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures  | Assessment Results   | Use of Results                                       |
|---|--|--|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 1.1</p> <p><b>Strategy:</b><br/>We will pursue continued growth in enrollment through intensified recruiting efforts.</p> <p><b>Action Plan Objective:</b><br/>Establish an enrollment growth plan through the year 2024.</p> | <p>Enrollment will see a growth of 5% from the previous year.</p> <p>(Fall/Spring enrollment in 2018-19 was 74/54 students, with an FTE of 68/46.)</p> <p>Goal this year: 80 students.</p> | <p>Monitor enrollment; record actual enrollment numbers.</p> | <p>2019-20 enrollment was 63/50 students, with an FTE of 58/45 .</p> | <p>For next year, have a fall enrollment of 100.</p> |

**2019-2020 PLAN NUMBER 1.2 – ADMISSIONS/RECRUITMENT**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes   | Assessment Procedures                    | Assessment Results                              | Use of Results  |
|---|---|--|---|---|
| <p><b>Institutional Goal:</b><br/>Plan number 1.2</p> <p><b>Strategy:</b><br/>We will pursue continued growth in enrollment through intensified recruiting efforts.</p> <p><b>Action Plan Objective:</b><br/>Ensure that personnel resources are adequate for recruiting needs.</p> | <p>Personnel for the recruiting and admissions office will be adequate for the recruiting needs.</p> <p>For this year:<br/>Hire an assistant basketball coach to aid in the recruitment of student basketball athletes.</p> | <p>Monitor; determine if sufficient.</p> | <p>An assistant basketball coach was hired.</p> | <p>For next year, hire the following personnel:<br/>-New Registrar (replacing retired Registrar)<br/>-Coaches to recruit for Softball, Volleyball, Baseball, and Soccer<br/>-New choir director</p> |

### **2019-2020 PLAN NUMBER 1.3 – ADMISSIONS/RECRUITMENT**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures  | Assessment Results  | Use of Results   |
|---|--|--|---|--|
| <p><b>Institutional Goal:</b><br/>Plan number 1.3</p> <p><b>Strategy:</b><br/>We will pursue continued growth in enrollment through intensified recruiting efforts.</p> <p><b>Action Plan Objective:</b><br/>Develop and distribute high quality printed materials and other media to enhance recruiting efforts.</p> | <p>1. Color recruiting brochures and publications of professional quality will be developed and produced.</p> <p>For this year: create degree-specific and sports-specific brochures.</p> <p>2. The college website will be improved in appearance and in ease of use.</p> <p>Focus this year: conduct further/ongoing updates to the website as needed.</p> | <p>1. Observe materials that were produced. Use results from the “Registration Satisfaction Survey” to determine student opinions concerning all college publications.</p> <p>2. Observe/record any changes made to the website. Gather informal feedback from faculty and students concerning any change.</p> | <p>1. Brochures were created.</p> <p>2. Several updates have been made and are ongoing.</p> | <p>1. For next year,<br/>-update sports brochures to include new additions.<br/>-create postcards.</p> <p>2. Continue to improve the website with updates.</p> |

## 2019-2020 PLAN NUMBER 1.4 – ADMISSIONS/RECRUITMENT

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures  | Assessment Results   | Use of Results   |
|---|--|--|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 1.4</p> <p><b>Strategy:</b><br/>We will pursue continued growth in enrollment through intensified recruiting efforts.</p> <p><b>Action Plan Objective:</b><br/>Broaden the potential recruiting base.</p> | <p>1. The recruiting area will be extended.<br/>For this year,<br/>-Actively recruit golf, cross-country, volleyball, and soccer students.<br/>-Expand efforts to recruit in our local 10-county support base (conferences, local activities, camps, etc.).</p> <p>2. The demographics of the current student population will be surveyed.<br/>For next year, compare enrollment to county residence demographics, placing booth sign-in sheets on location as well.</p> | <p>1. Maintain files of any new prospective students. Gain feedback from those visited.</p> <p>2. Examine student records; formulate percentages of population based on race and gender.</p> | <p>1. Both recruitment priorities were executed, with activity in the areas listed.</p> <p>2. For 2019-20:<br/>Male- 45<br/>Female- 18<br/>Caucasian- 16<br/>African-American- 37<br/>Hispanic- 2<br/>Other- 5</p> <p>This year's plan was not done.</p> | <p>1. For next year,<br/>-Visit high schools to recruit for soccer, baseball, softball, and volleyball.<br/>-Continue to expand recruiting efforts in our local 10-county support base at conferences, local activities, camps, etc.</p> <p>2. Continue to monitor demographics data. Also, for next year,<br/>-Attend college fairs.<br/>-Attend homeschool events.<br/>-Survey church staff.</p> |

## 2019-2020 PLAN NUMBER 1.5 – ADMISSIONS/RECRUITMENT

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results   | Use of Results   |
|---|--|---|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 1.5</p> <p><b>Strategy:</b><br/>We will pursue continued growth in enrollment through intensified recruiting efforts.</p> <p><b>Action Plan Objective:</b><br/>Establish and implement a program designed to improve retention of current students.</p> | <p>1. The Dean will attend retention webinars for information and training.</p> <p>2. The following existing programs will be strengthened:<br/>A. Student assimilation (chapel, orientation program, and student activities).<br/>For this year:<br/>-Continue weekly Tuesday Talk fellowships.<br/>-Form a traveling choir.<br/>-Create a new orientation program.</p> <p>B. Academic advising program.<br/>For this year, assign academic advisors.</p> | <p>1. Once attended, the Dean will use new knowledge/notes to create an improved retention plan.</p> <p>2. A. Distribute and then evaluate student surveys concerning chapel, orientation, and student activities.</p> <p>B. Distribute and then evaluate student surveys concerning Academic Advising.</p> | <p>1. This was not done.</p> <p>2. A. All of the listed plans were created and implemented.</p> <p>B. This was not done.</p> | <p>1. For next year, complete this intended outcome, adding additional staff to attend (Registrar, Dean of Student Affairs).</p> <p>2. A. For next year, carry over all of these plans to improve upon. In addition, develop the FLLF (First Last, Last First) program.</p> <p>B. For next year, complete this intended outcome.</p> |

## 2019-2020 PLAN NUMBER 2.1 – PUBLIC RELATIONS

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes   | Assessment Procedures  | Assessment Results  | Use of Results  |
|--|---|--|---|---|
| <p><b>Institutional Goal:</b><br/>Plan number 2.1</p> <p><b>Strategy:</b><br/>We will endeavor to enhance the college’s public image through continued and new public relations efforts.</p> <p><b>Action Plan Objective:</b><br/>Increase visibility.</p> | <p>1. Advertising in appropriate media will be accomplished.</p> <p>2. Competitive informative materials will be produced.<br/>For this year:<br/>-complete this plan to create a sports program printed media guide<br/>-create a sports program newsletter<br/>-publish a yearbook</p> <p>3. The campus appearance will be improved.<br/>For this year:<br/>-complete several landscape projects (flowerbeds, porch planter boxes with plants, etc.)<br/>-paint the men’s dorm exterior</p> | <p>1. File receipts of all advertisement costs in Business Office. Gain informal feedback from constituents/viewers/users of the advertisements. Note students gained through these avenues.</p> <p>2. Update any new materials as needed. Seek approval from administration.</p> <p>3. The maintenance staff will tour campus and grounds routinely and make a list of updates needed. The President will determine what items can be done due to finances.</p> | <p>1. Advertising was accomplished through various print and electronic/social media outlets.</p> <p>2. None of the listed plans were done this year.</p> <p>3. Listed plans were accomplished.</p> | <p>1. Continue to advertise in appropriate media.</p> <p>2. For next year,<br/>-Create a sports media guide.<br/>-Create sports media pages.</p> <p>3. For next year,<br/>-Create and hang a large “Chargers” logo sign on the front of the gym.<br/>-Paint all building exteriors.</p> |

## 2019-2020 PLAN NUMBER 2.2 – PUBLIC RELATIONS

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes   | Assessment Procedures   | Assessment Results   | Use of Results   |
|--|---|---|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 2.2</p> <p><b>Strategy:</b><br/>We will endeavor to enhance the college’s public image through continued and new public relations efforts.</p> <p><b>Action Plan Objective:</b><br/>Increase on-campus visitation.</p> | <p>1. Educational-related events will be hosted on campus. For this year:<br/>-possible song director workshop<br/>-certificate classes for SS teachers or the general public.</p> <p>2. Civic, community, and business leaders will be invited to speak in chapel services.</p> <p>3. Homeschool groups will be targeted through their basketball games (held here on our campus). For this year, have a recruiter or college rep available at a table for every game.</p> <p>4. Our facilities will be made available to outside groups in accordance with our written policies. For this year:<br/>- host gospel sings<br/>-possibly host a choral event</p> | <p>1. Oversee the use of the facilities. Use students as hosts/hostesses. Observe &amp; gain feedback from attendees.</p> <p>2. The Chapel Committee will produce a chapel speakers schedule. Chapel programs will be promoted. Chapel services will be recorded/posted on website.</p> <p>3. Gain feedback from those in attendance (after giving presentations, after mingling, etc.). Follow up with any prospects.</p> <p>4. Record all uses of our facilities, noting needs, successes, etc.</p> | <p>1. None of the listed plans were accomplished.</p> <p>2. African American area pastors and the mayor spoke in Chapel.</p> <p>3. This was not done..</p> <p>4. None of the listed plans were done.</p> | <p>1. For next year, complete the plans:<br/>-Worship/song leader workshop.<br/>-Certificate classes for SS teacher or the general public.</p> <p>2. Continue to invite civic, community, and business leaders.</p> <p>3. For next year, invite local schools’ cheerleading groups to cheer at home basketball games as guests.</p> <p>4. For next year,<br/>-Host ACT prep classes.<br/>-Host Census worker classes.<br/>-Serve the public through the “Lighthouse Cafe”.</p> |

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|  | -serve the public through<br>“High 5 Eats” |  |  |  |
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**2019-2020 PLAN NUMBER 3.1 – FINANCIAL RESOURCES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results  | Use of Results   |
|---|--|---|---|--|
| <p><b>Institutional Goal:</b><br/>Plan number 3.1</p> <p><b>Strategy:</b><br/>We will endeavor to increase revenue through continued appeals to traditional sources and initial appeals to new sources.</p> <p><b>Action Plan Objective:</b><br/>Intensify efforts to increase regular and special donations.</p> | <p>1. Efforts will be made to increase the number of supporting churches, contacting them directly. (In 18-19: 87, with a total of \$138,252.19 given.)<br/>For this year:<br/>-newly-designed Special Emphasis plan<br/>-choir to visit churches &amp; speak about the college</p> <p>2. Efforts to increase the number of individual donors will be intensified. (In 18-19: 48, with a total of \$88,829.00 given.)<br/>For this year:<br/>-golf tournament for scholarships<br/>-corporate sponsorships of sports</p> <p>3. A support base from alumni will continue to be developed. For this year, alumni members will choose new officers, and they will</p> | <p>1. Maintain lists of churches added. Also, create a list of churches that discontinued and contact in order to determine reasons for their support termination.</p> <p>2. Record new individual donor information. Create a list of donors who have terminated and contact them by mail and/or by phone.</p> <p>3. Gain informal feedback from alumni Facebook &amp; Instagram users and alumni receivers of any “President’s Club”-like correspondence.</p> | <p>1. In 2019-2020, the number of supporting churches was 87, with a total of \$143,931 given. Both listed plans were accomplished.</p> <p>2. In 2019-20, the number of individual donors totaled 34, with a total of \$60,268 given. A golf tournament for scholarships was held.</p> <p>3. This was not done.</p> | <p>1. Continue to seek financial support from churches. For next year, have the choir visit churches.</p> <p>2. Continue to seek financial support from individual donors. For next year, -host a golf tournament for scholarships. -seek corporate sponsorships of sports.</p> <p>3. For next year, complete this intended outcome.</p> |

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|  | <p>plan alumni projects/activities.</p> <p>4. An increase in the number of financially-supporting local associations will be sought. (In 18-19 was 9, with a total of \$12,596.42 given.)</p> | <p>4. File President's and administration's promotional visits to associational meetings; record support.</p> | <p>4. In 2019-20, the number of supporting local associations was 10, with a total of \$12,212 given.</p> | <p>4. Continue to seek financial support from local associations.</p> |
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**2019-2020 PLAN NUMBER 3.2 – FINANCIAL RESOURCES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results  | Use of Results   |
|---|--|---|---|--|
| <p><b>Institutional Goal:</b><br/>Plan number 3.2</p> <p><b>Strategy:</b><br/>We will endeavor to increase revenue through continued appeals to traditional sources and initial appeals to new students.</p> <p><b>Action Plan Objective:</b><br/>Intensify efforts to increase income from students.</p> | <p>1. Efforts to increase student credit hours will continue. In 2018-19, there were 878 (fall) and 573 (spring) student credit hours. For this year, encourage “baseline” credit hours of at least 15 hours (allowing for full-time status with the ability to drop one course for academic viability).</p> <p>2. Student fees and tuition will be increased (as needed) to offset rising costs of operation.</p> | <p>1. Compare credit hours to the year before and evaluate progress (through recruiting/retention efforts).</p> <p>2. Examine student charges sheet and the annual budget, determining if any increase is needed (and if so, how much); seek input/approval from the Board.</p> | <p>In 2019-20, there were 834 (fall) and 696 (spring) student credit hours. The listed plan was accomplished.</p> <p>2. No changes were made this year.</p> | <p>1. Continue to make efforts to increase student credit hours.</p> <p>2. Continue to monitor tuition costs, modifying as needed.<br/>For next year,<br/>-Technology Fee: \$100<br/>-Activity Fee: \$25<br/>-Decal: \$15<br/>-International Students Fee: increase to \$300</p> |

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**2019-2020 PLAN NUMBER 3.3 – FINANCIAL RESOURCES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes   | Assessment Procedures   | Assessment Results  | Use of Results   |
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| <p><b>Institutional Goal:</b><br/>Plan number 3.3</p> <p><b>Strategy:</b><br/>We will endeavor to increase revenue through continued appeals to traditional sources and initial appeals to new sources.</p> <p><b>Action Plan Objective:</b><br/>Intensify efforts to increase Foundation income.</p> | <p>1. Promotional materials will be developed for the Foundation.<br/>For next year, create materials to take to targeted senior adult conferences.</p> <p>2. More individuals will be contacted about making large donations.<br/>(Contributions to the Foundation in 18-19 totaled \$5,000 from 1 individual.)<br/>For this year, develop and assign a plan to target fundraising.</p> <p>3. More churches will be enlisted to give budgeted support.<br/>(2018-19: income from 5 churches totaled \$3,158.74.)<br/>For this year, establish a promotional-type way of thanking donors.</p> | <p>1. File materials created and distributed. Receive informal feedback from potential donors.</p> <p>2. Compare income from individual donors to the Foundation and evaluate the progress. Also, record any new donor information.</p> <p>3. Use promotional materials in associational meetings.<br/>(The President will attend associational meetings and promote the Foundation.)<br/>Gain input/feedback from members of the churches visited.</p> | <p>1. This was not done.</p> <p>2. For 2019-20, \$5,704 was donated to the Foundation from 2 individuals. The listed plan was not done.</p> <p>3. For 2019-20, contributions to the Foundation from churches totaled \$4,009 from 5 churches. The listed plan was not done.</p> | <p>1. For next year, promote the Foundation in the Mississippi Baptist Paper.</p> <p>2. Continue to seek financial support for the Foundation from individuals.<br/>For next year, the President will promote donations to the Foundation at church visits.</p> <p>3. Continue to seek donations to the Foundation from churches.<br/>For next year, the President will promote donations to the Foundation at association meetings.</p> |

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**2019-2020 PLAN NUMBER 4.1 – PHYSICAL PLANT**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes  | Assessment Procedures  | Assessment Results   | Use of Results   |
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| <p><b>Institutional Goal:</b><br/>Plan number 4</p> <p><b>Strategy:</b><br/>We will endeavor to maintain high quality physical facilities, equipment, and departmental resources as needed to accomplish our mission.</p> <p><b>Action Plan Objective:</b><br/>Establish and implement a schedule for addressing maintenance, equipment, and improvement needs of physical facilities and grounds.</p> | <p>The following projects will be completed:</p> <ul style="list-style-type: none"> <li>-girls' upstairs dorm renovations</li> <li>-kitchen renovations (café)</li> <li>-continued gym/concession stand renovations</li> <li>-outside facades of all buildings upgraded</li> <li>-choir room equipped &amp; fashioned</li> <li>-use community service and volunteers for projects and ongoing grounds maintenance</li> </ul> | <p>College administration will coordinate volunteer efforts, overseeing progress made. File receipts of any money spent on projects. Evaluate success of the project through observation and staff feedback.</p> | <p>All of the listed plans were accomplished except the upgrading of all building facades.</p> | <p>For next year,</p> <ul style="list-style-type: none"> <li>-Upgrade the outside facades of all buildings.</li> <li>-Further equip the choir room.</li> <li>-Move the library to a new location.</li> <li>-Utilize the old library location for an all-purpose gathering area.</li> </ul> |

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**2019-2020 PLAN NUMBER 4.2 – PHYSICAL PLANT**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results  | Use of Results  |
|---|--|---|---|---|
| <p><b>Institutional Goal:</b><br/>Plan number 4.2</p> <p><b>Strategy:</b><br/>We will endeavor to maintain high quality physical facilities, equipment, and departmental resources as needed to accomplish our mission.</p> <p><b>Action Plan Objective:</b><br/>Evaluate the needs of each department in materials and services.</p> | <p>1. Departmental needs will be evaluated through “Departmental Annual Reports”.<br/>For this year, target re-establishing the bookstore department for materials on-site (as part of the retention process).</p> <p>2. Faculty needs will be evaluated through “Faculty Budget Request Forms”.<br/>For next year, establish a purchase order system for adequately tracking purchasing &amp; use of funds.</p> | <p>1. The Institutional Effectiveness Director will distribute the form to each staff department/explain its use, and then collect completed forms for evaluation. Administration will address departmental needs.</p> <p>2. The Institutional Effectiveness Director will distribute the form to each faculty member at the first faculty meeting of the year, explaining its use. Then, each completed form will be collected for evaluation.</p> | <p>1. Departmental Annual Reports were completed and turned in - but only by a few staff members.<br/>A textbook center was established with copies available for students to use (not buy or have). It did not work well.</p> <p>2. Faculty Budget Request Forms were distributed, and those with needs returned them with requests. Requests were addressed in a timely manner. A purchase order system was established, but it did not work well; it needs reviewing and refining.</p> | <p>1. Continue to monitor staff needs through these reports. For next year, discontinue the textbook center.</p> <p>2. Continue to monitor faculty budgetary needs through these forms. For next year, review and refine the purchase order system.</p> |

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|  |  | Administration will address faculty needs. |  |  |
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**2019-2020 PLAN NUMBER 5.1 – ACADEMIC PROGRAMS**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes  | Assessment Procedures  | Assessment Results  | Use of Results   |
|--|--|--|---|--|
| <p><b>Institutional Goal:</b><br/>Plan number 5.1</p> <p><b>Strategy:</b><br/>We will endeavor to offer high quality educational programs through continued upgrading of academic programs and by the meeting of our across-the-curriculum educational objectives.</p> <p><b>Action Plan Objective:</b><br/>Establish a plan to create, evaluate and/or revise programs.</p> | <p>1. Evaluate the five degree programs through formal student and faculty surveys and evaluation procedures including:<br/>Student Course Evaluations, Student Program Evaluations, Faculty Course Reports, Faculty Questionnaires, and Faculty Program Checklists.</p> <p>2. Create an “academic success center” for student study times by appointment/schedule.</p> <p>3. New courses and/or programs:<br/>-Implement the new BSBA emphases<br/>-develop an elementary education bachelor’s degree</p> | <p>1. Through formal surveys and evaluations from students and faculty members, the Academic Dean and I.E. Director will identify strengths and weaknesses for these programs. Then, establish a list of improvements to be made.</p> <p>2. Observe student use, and examine student course activity/grades to determine if student learning improved.</p> <p>3. Courses and program updates will be developed and assessed based on compliance with all applicable ABHE requirements, research of</p> | <p>1. This year’s rotation of evaluations were conducted, with results analyzed, summarized, and distributed to appropriate personnel/constituents.</p> <p>2. This was done. This was done; however, overseeing it as a schedules class was difficult.</p> <p>3. The BSBS emphases and the MI-123 course were created and added to the course offerings. The BS in Elementary Education degree is still in the process of being</p> | <p>1. Continue to evaluate our degree programs with input from students and faculty.</p> <p>2. For next year, continue the academic success center, but do not have it as an official scheduled timeslot for students.</p> <p>3. For next year,<br/>-Develop a concentration in the Business program: communications.<br/>-Develop concentrations in the Church Ministries</p> |

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|  | for ABHE and MDE approval<br>-create a new course (MI-123) allowing for credit for completing a summer mission trip | other institutions' programs, etc. | approved by MDE (ABHE has approved, however). | program: Missions and Pastoral Studies.<br>-Investigate joining the rize consortium. |
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**2019-2020 PLAN NUMBER 5.2 – ACADEMIC PROGRAMS**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results   | Use of Results   |
|---|--|---|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 5.2</p> <p><b>Strategy:</b><br/>We will endeavor to offer high quality educational programs through continued upgrading of academic programs and by the meeting of our across-the-curriculum educational objectives.</p> <p><b>Action Plan Objective:</b><br/>Assure that adequate faculty is employed.</p> | <p>1. The faculty employment needs will be monitored on a continual basis.<br/>For this year, begin interviewing and selecting faculty members for the proposed BS in elementary education degree program.</p> <p>2. The following instructors' positions will be filled:<br/>-sports management<br/>-marketing<br/>-choir<br/>-art appreciation<br/>-music appreciation<br/>-history<br/>-hospital ministries<br/>-algebra<br/>-sociology</p> | <p>1. The Dean will monitor any faculty employment needs, take resumes, hold interviews, and report recommendations to the President for approval.</p> <p>2. File new contracts and create new academic files for new instructors. Evaluations on them will be given informally and formally by students and by the Dean.</p> | <p>1. Faculty members for the proposed elementary education degree program were selected.</p> <p>2. All positions were filled.</p> | <p>1. For next year, -if approved prior to the Spring semester, hire needed elementary education faculty for the Spring semester.<br/>-hire additional instructors in general education and Bible to be able to offer duplicate courses to cover increased enrollment.</p> <p>2. For next year, hire new instructors to teach the following courses:<br/>-extra general education instructors<br/>-extra Bible instructors<br/>-a new choir director (all with a goal of securing instructors with Doctorate degrees whenever possible).</p> |

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**2019-2020 PLAN NUMBER 6.1 – LIBRARY RESOURCES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures  | Assessment Results                           | Use of Results  |
|---|--|--|--|---|
| <p><b>Institutional Goal:</b><br/>Plan number 6.1</p> <p><b>Strategy:</b><br/>We will endeavor to maintain an adequate library to support the courses being taught.</p> <p><b>Action Plan Objective:</b><br/>Provide the personnel needed to assure an efficient library operation.</p> | <p>1. Student workers will be used as needed.</p> <p>2. Personnel needs will be monitored.</p> | <p>1. and 2. Constantly assess/evaluate if work load of library tasks requires the hiring of additional library workers (librarian’s determination based on comparisons of work load in the previous year to this current year).</p> | <p>1. and 2. None were needed this year.</p> | <p>1. and 2. Continue to monitor library personnel needs.</p> |

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**2019-2020 PLAN NUMBER 6.2 – LIBRARY RESOURCES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results   | Use of Results   |
|---|--|---|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 6.2</p> <p><b>Strategy:</b><br/>We will endeavor to maintain an adequate library to support the courses being taught.</p> <p><b>Action Plan Objective:</b><br/>Evaluate the needs of the library in materials and services.</p> | <p>1. The Athena computerized catalog program will be filled with more cataloging records.</p> <p>2. Create a “textbook resource bookshelf” with multiple textbook copies for student reference use.</p> | <p>1. Monitor progress of the books being transferred from print to electronic catalog.</p> <p>2. The Librarian will seek assistance in moving furniture around in the library, then assess its usefulness and effectiveness throughout the year.</p> | <p>1. A small amount was done this year, due to the librarian’s other/more pressing responsibilities as the ABHE Compliance Coordinator.</p> <p>2. This was done. However, the Academic Dean did not feel that it worked well (students still want their own books to take with them).</p> | <p>1. Continue to fill the Athena program with more cataloging records.</p> <p>2. For next year, -move the library to a new location, shifting the collection to a “closed stacks” collection rather than a “browsing” collection.</p> |

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**2019-2020 PLAN NUMBER 7.1 – COLLEGE PERSONNEL**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes   | Assessment Procedures   | Assessment Results  | Use of Results  |
|--|---|---|---|---|
| <p><b>Institutional Goal:</b><br/>Plan number 7.1</p> <p><b>Strategy:</b><br/>We will endeavor to maintain high quality of service to students through selective employment and continuing support of college personnel.</p> <p><b>Action Plan Objective:</b><br/>Recruit personnel to fill vacancies that presently exist that will develop in the near future.</p> | <p>Personnel will be adequate to assure that the strategy is achieved.</p> <p>Focus this year:</p> <ul style="list-style-type: none"> <li>-hire a Director of Student Affairs</li> <li>-expand the hours of the Director of Financial Aid</li> <li>-hire a part-time recruiter</li> <li>-need an academic advisor</li> <li>-establish an ambassador from the FCA</li> </ul> | <p>Personnel needs will be monitored and evaluated (ongoing) to assure that the strategy is achieved. File new contracts.</p> | <p>The following personnel were added:</p> <ul style="list-style-type: none"> <li>-Dean of Student Affairs</li> <li>-Director of Financial Aid's expanded hours to full time</li> <li>-Ambassador from the FCA (not on the payroll)</li> </ul> <p>No part-time recruiter or academic advisor was hired.</p> | <p>For next year, hire the following personnel:</p> <ul style="list-style-type: none"> <li>-Administrative Assistant</li> <li>-Part-time recruiter</li> </ul> |

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**2019-2020 PLAN NUMBER 7.2 – COLLEGE PERSONNEL**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures   | Assessment Results  | Use of Results   |
|---|--|---|---|--|
| <p><b>Institutional Goal:</b><br/>Plan number 7.2</p> <p><b>Strategy:</b><br/>We will endeavor to maintain high quality of service to students through selective employment and continuing support of college personnel.</p> <p><b>Action Plan Objective:</b><br/>Improve personnel compensation.</p> | <ol style="list-style-type: none"> <li>1. The current compensation package for employees will be evaluated.</li> <li>2. Salary/cost-of-living increases will be provided if financially feasible.</li> </ol> | <ol style="list-style-type: none"> <li>1. Evaluate/determine feasibility of salary increases by president.</li> <li>2. The President will approve based on budget constraints.</li> </ol> | <ol style="list-style-type: none"> <li>1. The president made evaluations and made changes where appropriate.</li> <li>2. No changes were made this year.</li> </ol> | <ol style="list-style-type: none"> <li>1. Continue to monitor and make changes when financially feasible.</li> <li>2. Continue to monitor and make changes when financially feasible.</li> </ol> |

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**2019-2020 PLAN NUMBER 7.3 – COLLEGE PERSONNEL**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes   | Assessment Procedures  | Assessment Results   | Use of Results   |
|--|---|--|--|--|
| <p><b>Institutional Goal:</b><br/>Plan number 7.3</p> <p><b>Strategy:</b><br/>We will endeavor to maintain high quality of service to students through selective employment and continuing support of college personnel.</p> <p><b>Action Plan Objective:</b><br/>Strengthen efforts in personnel development.</p> | <p>1. Make provisions for professional development (i.e. workshops, conferences, etc.), figuring the cost of these expenses into the planning budget.<br/>For this year,<br/>-SACS for the Dean<br/>-ABHE for the Liaison<br/>-MASFA &amp; VA for the Director of Financial Aid<br/>-Athletic conferences when needed for AD/coaches</p> <p>2. Dues for memberships in professional organizations will be paid.</p> | <p>1. Keep records of all expenses related to professional development activities. Administration will receive presentations on information gained through the workshops/conferences (determining if continued attendance at them is of value).</p> <p>2. File receipts of paid memberships and expenses to meetings. Administration will receive updates from staff on the value/knowledge gained (determining if</p> | <p>1. All personnel attended the listed planned events.</p> <p>2. The Association of Christian Librarians annual membership fee (\$45) was paid for the librarian. The MASFA annual membership (\$35) was paid for the financial aid director.</p> | <p>1. For next year, continue to make provisions for professional development of personnel.</p> <p>2. Continue to pay membership dues.</p> |

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|  | 3. Assistance with tuition and time off for personnel pursuing advanced degrees and/or training will be given. | continued membership is of value).<br><br>3. File receipts of all costs paid for personnel by the college. File transcript updates in faculty files. | 3. No assistance was needed this year. | 3. Continue to offer assistance when needed. |
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**2019-2020 PLAN NUMBER 8.1 – STUDENT SERVICES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes   | Assessment Procedures  | Assessment Results  | Use of Results  |
|--|---|--|---|---|
| <p><b>Institutional Goal:</b><br/>Plan number 8.1</p> <p><b>Strategy:</b><br/>We will endeavor to provide a positive educational experience for students through ongoing attention to student services.</p> <p><b>Action Plan Objectives:</b><br/>Improve new student orientation.</p> | <p>1. Orientation will be evaluated, with feedback from students.</p> <p>2. Hire a Director of Student Affairs to direct new student Orientation.</p> | <p>1. Evaluate through a formal Orientation survey.</p> <p>2. Hold an event (planned by Student Activities Committee and/or Dean of Students) during the Orientation on-campus time slot. File receipts of money spent. Gain feedback from participants.</p> | <p>1. Orientation was not formally evaluated this year.</p> <p>2. A Dean of Student Affairs was hired to oversee Orientation.</p> | <p>1. Discontinue student surveys that formally evaluate Orientation.<br/>-For next year, redesign the Orientation program.<br/>-Create and implement a new Spiritual Growth Survey to be given in Orientation.</p> <p>2. Complete.</p> |

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**2019-2020 PLAN NUMBER 8.2 – STUDENT SERVICES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals  | Intended Outcomes  | Assessment Procedures  | Assessment Results  | Use of Results   |
|---|--|--|---|--|
| <p><b>Institutional Goal:</b><br/>Plan number 8.2</p> <p><b>Strategy:</b><br/>We will endeavor to provide a positive educational experience for students through ongoing attention to student services.</p> <p><b>Action Plan Objectives:</b><br/>Develop sources of financial aid.</p> | <p>1. Good standing in Federal Title IV program will be maintained.</p> <p>2. Individuals and churches who will underwrite scholarships will be sought.<br/>For this year:<br/>-raise scholarship money through an annual golf tournament<br/>-rework the workstudy program to only offer to a</p> | <p>1. All necessary eligibility requirements of Title IV will be submitted to the U.S. Dept. of Education. Eligibility to participate in Federal Title IV program is either certified or declined by the U.S. Dept. of Education.</p> <p>2. Contact individuals and churches by mail or through personal contact at associational meetings. Maintain records/receipts or scholarship donations. The President’s Office will send scholarship status reports in December.</p> | <p>1. Good standing was maintained.</p> <p>2. A golf tournament was held, and the workstudy program was reworked.</p> | <p>1. Continue to maintain good standing.</p> <p>2. Continue to seek scholarships for students from individuals and churches.<br/>For next year,<br/>-Establish a scholarship through the new “Lighthouse Cafe”.</p> |

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|  | select few appointed by administration<br>-establish a scholarship through the new “High 5 Eats” café |  |  | -Revamp and underwrite scholarships for the GMAs and Galileans.<br>-Underwrite a scholarship for SOAR. |
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**2019-2020 PLAN NUMBER 8.3 – STUDENT SERVICES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes  | Assessment Procedures  | Assessment Results   | Use of Results  |
|--|--|--|--|---|
| <p><b>Institutional Goal:</b><br/>Plan number 8.3</p> <p><b>Strategy:</b><br/>We will endeavor to provide a positive educational experience for students through ongoing attention to student services.</p> <p><b>Action Plan Objectives:</b><br/>Intensify efforts to provide a positive educational experience for students through ongoing attention to student services.</p> | <p>1. Homeschool groups will be targeted through their basketball games (held here on our campus).<br/>For this year, visit the homeschool conference and informational meetings.</p> <p>2. Hire a Director of Student Affairs to direct new student Orientation.</p> <p>3. Students will participate in various worship and service opportunities.<br/>-Continue Tuesday Talks.</p> | <p>1. Gain feedback from those in attendance (after giving presentations, after mingling, etc.). Follow up with any prospects.</p> <p>2. File contract, and observe effectiveness of the new hire.</p> <p>3.</p> | <p>1. This occurred some, but not often enough.</p> <p>2. This was done.</p> <p>3.</p> | <p>1. For next year, change this intended outcome to “potential students” targeted through “youth sports”.</p> <p>2. Completed.</p> <p>3. For next year,<br/>- Have Caroline and Ginny focus on Student Activities.<br/>- Launch a “Shoebox” ministry campaign.</p> |

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|  | <ul style="list-style-type: none"> <li>-seek an area church(es) to invite our dorm students to services (providing transportation possibly)</li> <li>-establish a connection with the FCA</li> <li>-organiza service activities through a new FLLF program (in community &amp; on campus)</li> </ul> |  |  | <ul style="list-style-type: none"> <li>- Continue TNT.</li> <li>- Maintain and expand a connection with FCA.</li> <li>- Organize service activities through the FLLF program.</li> </ul> |
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**2019-2020 PLAN NUMBER 8.4 – STUDENT SERVICES**

The mission of Southeastern Baptist College is to glorify God by providing quality post-secondary education from a biblical worldview in a Christian atmosphere, thereby developing Christian growth in students and preparing them for service in the kingdom of God.

| Program Objectives & Institutional Goals   | Intended Outcomes   | Assessment Procedures   | Assessment Results   | Use of Results  |
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| <p><b>Institutional Goal:</b><br/>Plan number 8.4</p> <p><b>Strategy:</b><br/>We will endeavor to provide a positive educational experience for students through ongoing attention to student services.</p> <p><b>Action Plan Objectives:</b><br/>Enhance the quality of dormitory life by modernizing and improving the facilities.</p> | <p>The renovations already in process in both dorms will be continued.</p> <ul style="list-style-type: none"> <li>- renovations in the girls’ dormitory (inside and out)</li> <li>-completion of “High 5 Eats” café</li> <li>-establish a common area for dorm students ued and completed.</li> </ul> | <p>Administration will coordinate hired and volunteer personnel, overseeing completion of projects; file receipts of any expenses. Gain feedback from staff/students.</p> | <p>Renovations in the girls’ dorm were completed, and the café’ was completed. No common area was established.</p> | <p>For next year, focus efforts on:</p> <ul style="list-style-type: none"> <li>-painting exterior both dorms.</li> <li>-renovation of the baseball dorm area.</li> <li>-convert the President’s home to a dorm house (and name the “Sentinel Home”).</li> </ul> |

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