Strategic Plan 2008-2013

Office of Institutional Effectiveness
...to provide quality data and information, to ensure accreditation standards, and to promote the AMC Mission

Mission Statement
AMC Office of Institutional Effectiveness
Goal I - Improve Data Access

Institutional Strategic Goal #4 – Ensure Effective Educational Programs Services

**Objective 1** – Design, plan, and implement an effective internet based AMC data delivery and retrieval system

**Metrics** - Reduction in routine data requests, 24/7 access of AMC regularly requested data

**Timeline** – FY2011, FY2012

**Objective 2** - Create a robust electronic data distribution and retrieval process for Environmental Health and Safety information/data

**Metrics** - Elimination of 90-95% environmental health and safety paper audits forms; Improved efficiency in distribution and collection of environmental health and safety data/information

**Timeline** - FY2011, FY2012

Goal II - Standardize Data Methods and Procedures

Institutional Strategic Goal #4 – Ensure Effective Educational Programs Services

**Objective 1** – Develop standard internal protocols to ensure data validation and reliability

**Metrics** – Consistent use of data extraction processes and validation methods, Reproducible results when compared to internal and external standards, Written standard protocols and procedures

**Timeline** – FY2011-FY2013
**Goal III - Improve Institutional Data Quality and Security**

*Institutional Strategic Goal #4 - Ensure Effective Educational Programs Services*

**Objective 1** - Establish and Implement an Institutional Data Quality and Security Committee

**Metrics** - Committee Approval by the President, Meeting Minutes

**Timeline** - FY2011

**Objective 2** - Develop an accountability and tracking system for AMC end-users and data input of sensitive and confidential data

**Metrics** - Written policies for ensuring data accountability and tracking, Check-and-Balance system for sensitivity and confidential data use and access

**Timeline** - FY2012, FY2013

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**Goal IV - Establish an Electronic Process for Managing Institutional Outcomes**

*Institutional Strategic Goal #5 - Deliver Good Customer Service and Student Support*

**Objective 1** - Establish an electronic process for the transfer of “real-time” admission data to the Office of Testing

**Metrics** - Electronic access of Admission’s COMPASS data by the Office of Testing

**Timeline** – FY2011

**Objective 2** – Develop an institutional depot and electronic exchange of institutional general education learning outcomes, program outcomes, courses outcomes, and performance outcomes

**Metrics** - Electronic access of unit outcomes

**Timeline** - FY2011, FY2012