

## Performance Agreement Application and Reporting Form *(with example)*

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<b>Regents' System Goal A: Efficiency/Effectiveness/Seamlessness</b>				
<b>Institutional Goal 1: Increase articulation between Perfect Community College and Utopia University</b>				
<b>Key Performance Indicator (Data) <sup>1</sup></b>	<b>Baseline <sup>2</sup></b>	<b>Targets <sup>3</sup></b>	<b>Performance Outcome <sup>4</sup></b>	<b>Amount of Directional Improvement <sup>5</sup></b>
1. Number of program-to-program articulation agreements with Perfect Community College	5	<b>Target yr 1:</b> 6 <b>Target yr 2:</b> 8 <b>Target yr 3:</b> 10		
2. Number of students participating in articulation agreements.	50	<b>Target yr 1:</b> 55 <b>Target yr 2:</b> 75 <b>Target yr 3:</b> 100		
3. Number of students graduating in the BST program.	0; this is a new degree program	<b>Target yr 1:</b> Admit first cohort of 10 students <b>Target yr 2:</b> 8 students complete first year <b>Target yr 3:</b> Graduate first cohort of 5 students		
<b>Regents' System Goal B: Improve Learner Outcomes</b>				
<b>Institutional Goal 2: Increase communication and math skills of graduating students .</b>				
<b>Key Performance Indicator (Data) <sup>1</sup></b>	<b>Baseline <sup>2</sup></b>	<b>Targets <sup>3</sup></b>	<b>Performance Outcome <sup>4</sup></b>	<b>Amount of Directional Improvement <sup>5</sup></b>
1. Number of graduating students receiving "proficient" rating in new communication and math certification program.	0; this is a new program	<b>Target yr 1:</b> 50 <b>Target yr 2:</b> 200 <b>Target yr 3:</b> 400		
2. Average score on Academic Profile math and writing subscores.	None; test will be administered for the first time in 04-05 yr	<b>Target yr 1:</b> test random sample of 100 students <b>Target yr 2:</b> 0.1% increase <b>Target yr 3:</b> 0.2% increase		

Regents' System Goal D: Increase Targeted Participation/Access				
Institutional Goal 3: Increase enrollment and retention of Hispanic students at the university				
1. Enrollment of Hispanic students	2000-01 through 2002-03 average = 204	<b>Target yr 1:</b> 1.0% increase <b>Target yr 2:</b> 4.0% increase <b>Target yr 3:</b> 5.0% increase		
2. Fall-to-spring and spring-to-fall retention of Hispanic students	2000-01 through 2002-03 average = 31.2 and 21.1% respectively.	<b>Target yr 1:</b> 1.0% increase <b>Target yr 2:</b> 2.0% increase <b>Target yr 3:</b> 3.0% increase		

And so on up to six institutional goals <sup>6</sup>.

<sup>1</sup> Identify the key performance indicator (i.e. data) that will be used to determine progress toward goals. Be as specific and as succinct as possible. The key performance indicator (i.e. data) may be quantitative or qualitative.

<sup>2</sup> Show the baseline value of the key performance indicator (data). The baseline means “where are you now?”

<sup>3</sup> Targets must be expressed in terms of the key performance indicator (data) identified in the first column.

<sup>4</sup> Performance must be expressed in terms of the key performance indicator (data) listed in the first column.

<sup>5</sup> Amount of Directional Improvement equals the difference between actual performance and the target.

<sup>6</sup> At least one institutional goal must support Regents' System Goal A. Institutional goals must support two additional Regents' System Goals selected from Regents' System Goals B, C, and D.

# Utopia University Performance Agreement Application

**1. Institutional Goal 1:** Increase articulation between Perfect Community College and Utopia University.

**Key Performance Indicator 1:** Number of program-to-program articulation agreements with Perfect Community College.

**a. Data Collection:** Self-explanatory.

**b. Targets:** Articulation agreements of this nature require a great deal of time. After the agreement has been negotiated, courses must be realigned.

**Key Performance Indicator 2:** Number of students participating in articulation agreements with Perfect Community College.

**a. Data Collection:** When students apply to Utopia University, they indicate on the application form whether they are participating in a particular articulation agreement. This information is stored electronically and available for various reports.

**b. Targets:** Time will be required to market the articulation agreements once they have been developed.

**Key Performance Indicator 3:** Number of students graduating in the BST program.

**a. Data Collection:** Self-explanatory

**b. Targets:** Since this is a new degree program, the first students will not graduate for several years.

**Comments:** The BST (Bachelor of Science in Technology) is a so-called inverted degree program. It is designed specifically for students with completed technical programs from Perfect Community College. The inverted degree reduces the loss of credits that can occur when a student transfers from a technical program to a baccalaureate program while ensuring the academic rigor of the degree.

**2. Institutional Goal 2:** Increase communication and math skills of graduating students.

**Key Performance Indicator 1:** Number of graduating students receiving “proficient” rating in new communication and math certification program.

**a. Data Collection:** Students are encouraged to participate in the innovative “certification” program. Students must fulfill a specific set of requirements to be certified at the proficient, intermediate, or novice levels. The level of certification is stored electronically and is available for various reports.

**b. Targets:** Although this certification program is voluntary, we plan to market it aggressively.

**Key Performance Indicator 2:** Average score on the Academic Profile math and writing subscores.

**a. Data Collection:** Each year a random sample of 100 graduating students will be given the ETS Academic Profile Test. This test is designed to measure college-level skills generally taught in

general education courses (math, writing, critical thinking, etc.). The test is nationally normed. An average value for the math and writing subscores will be calculated each year.

**b. Targets:** Improvements are expected to be slow. However, small changes in average subscores are usually meaningful.

**Comments:** None

**3. Institutional Goal 3:** Increase enrollment and retention of Hispanic students at the university.

**Key Performance Indicator 1:** Enrollment of Hispanic students.

**a. Data collection:** Students self-report their ethnic background (according to standard IPEDS categories) on the application form. This information is stored electronically and is available for various reports.

**b. Targets:** Because the Hispanic population is increasing rapidly, and because we are working in concert with area high schools and with Perfect Community College, we expect a relatively rapid increase in Hispanic enrollment, followed by a period of slower growth.

**Key Performance Indicator 2:** Fall-to-spring and spring-to-fall retention of Hispanic students.

**a. Data collection:** Retention will be calculated for all Hispanic students enrolled in 9 or more credit hours.

**b. Targets:** Relatively small increases are expected over the next 3 years.

**Comments:** None