

INSTITUTIONAL RESEARCH UNIT PLAN – FY 2006
September 15, 2005

PURPOSE STATEMENT

The purpose of the Office of Institutional Research is to provide information to support the university's planning, assessment and reporting efforts. This is accomplished by providing current, historical and trend information on a variety of topics including, but not limited to, enrollment, student and faculty demographics, productivity, costs, and persistence/completion rates.

UNIT STRENGTHS

Expertise of staff

Adequate equipment/software

UNIT WEAKNESSES

We have a major need for an additional professional staff position. Our documented requests for this position go back to 1999 and the need is now urgent. Without this position, we will continue to be unable to provide needed analysis of the very large amount of data we generate or is provided to us by USG and other sources. We see units turning to other campus resources that provide data that may not be accurate due to a lack of understanding about the data themselves or the efficiency of work processes selected. An additional person would help us create more analysis and more meaningful views of the data to assist other units in their work. The position requested below in Goals 1 and 2 would require at least a bachelor's degree, demonstrated writing skills at a professional level, analytical skills and familiarity with SPSS. Experience in postsecondary education would be desirable.

GOALS/CHALLENGES:

1. Perform more analysis of data generated for reports or received from external sources.

This has been carried over from the FY 2003, FY 2004 and FY 2005 plans. The employment of a graduate assistant did not provide the necessary amount or quality of analysis to have made any significant advances toward achieving this goal. The institution cannot expect professional quality work from a 10 hour per week, \$6.00 per hour student worker. The department continues to work in a reactive mode – only able to carry out required reporting and respond to data requests.

Resources Needed

1 new professional position for a research associate

Computer for the new position

Additional funds for professional development for the new position

2. To support units with program review data

This is a continuation from last year. In addition to the need for data for academic program review, and data for other academic assessment and reporting requirements, work groups and support units need assistance in developing processes and data resources to carry out their work or access their operations. Further, there continues to be a focus on retention which should call for all units and the institution as a whole to examine what impact their operations have on student persistence and success. IR does not have sufficient staff to assist with such efforts. The impact of two new offices under academic affairs is unknown.

Resources Needed

1 new professional position for a research associate

Computer for the new position

Additional funds for professional development for the new position

(These are the same resources to meet the needs for #1)

3. Train academic chairs/staff on use of new Campus Faculty Transactions Processes

4. Increase dissemination of data from existing resources