

**2021-2022**  
**Unit Annual Report**  
**Division of Academic Affairs**  
**Unit: Institutional Research & Planning**

**I Mission and Goal/Outcomes Statement:**

The mission of the Office of Institutional Research and Planning (OIRP) is to provide accurate and meaningful information and analysis to University decision makers, the broader university community, and external stakeholders in order to advance the University's mission. OIRP is a partner in the University's success by providing information and not only data. OIRP supports planning, management, accreditation, and assessment activities at every level of the University.

**II Personnel:**

*List all staff and note all personnel changes that occurred during 21-22.*

<u>Name</u>	<u>Position</u>
Cate Kaluzny	Director of Assessment
Rajeev Indira Nagaraju	Director of Institutional Research
Pamela McCafferty	Assoc. VP - Institutional Research & Planning
Susan Piro	Administrative Assistant II
Lecia Schuster	Staff Associate (reduced to 1/4 position)

**III Facilities/Equipment:**

*List any new facilities/equipment/software etc. acquired during 21-22.*

N/A

**IV Budget Expenditure Analysis:**

*Was the budget expended as planned? Were additions/changes made, and if so, explain.*

The budget was fully expended

**V Programs/Activities:**

*List major campus activities, events etc. that the office participated in/supported; committees served; community outreach; etc. List events provided to current and prospective students. Also, provide professional development of all staff.*

University Committees:

- R. Indira Nagaraju: NECHE Steering Committee
- C. Kaluzny: UARC, NECHE Steering Committee, NECHE Standard Eight (Co-Chair)

- P. McCafferty: UARC, AUC Policy (Secretary), NECHE Steering Committee, Student Success Taskforce (Chair CSI data subgroup), Leading for Change Committee (Chair data subgroup), Transfer Student Taskforce, Dean of Health & Natural Sciences Search Committee

DHE Committees:

- C. Kaluzny: AMCOA
- P. McCafferty: AMCOA, DHE Data Council

Core Functions:

- Provided data support to Student Affairs, Finance & Administration, Grant Center, Graduate & Continuing Education, Leading for Change, deans, department chairs and all academic departments undergoing program review/reaccreditation visits. Responded to all campus-wide ad hoc requests for data.
- Maintained university compliance with all external data requests, such as HEIRS, IPEDS, NECHE, NPSAS, NEBHE, NCAA, SAM, U.S. News & World Report, Petersons, and College Board.
- Developed, administered and provided support for campus surveys, including Exit Survey for Graduate Students, First Destination Survey for Undergraduate Students and Alumni Survey. Continued to share Climate Survey results with campus community via email campaign.
- Supported program review and external accreditation; led UARC; ran *Tools for Equity in Assessment Series* through the CTL; held weekly assessment office hours in the CTL; produced an Annual Report of Assessment Activities.
- Led implementation of Edify data integration platform and associated dashboards and HEIRS file creation projects.
- Administered RNL CSI and MYSA; produced the University Factbook; supported Banner HR module implementation
- Produced the Undergraduate Catalog

Professional Development:

- R. Indira Nagaraju: AIRS Annual Conference
- C. Kaluzny: NEEAN fall forum, AAC&U General Education & Pedagogy Conference, Assessment Institute

**VI Action Plan for 2021-22:**

*(See below)*

**VII Assessment Report for 2021-22**

*Were the Action Plan objectives met? Provide in list or table format that parallels item VI above.*

Planned Initiatives for 2021-22	Associated Strategic	Indicate if a DEI initiative	Outcomes
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	<b>Plan Goal &amp; Strategy</b>		
Support the NECHE self-study process	(NECHE)		Completed
Report on the progress of the 2020-2025 Strategic Plan	(NECHE Standard 2)	X	Completed internally in support of the NECHE self-study. Not completed externally (i.e. for posting to the University website) Slated for summer 2022.
Identify and support the implementation of a campus-wide planning and assessment tool	(NECHE Standard 2)		Completed. Developed in-house tool (CARS) in conjunction with CIO; launch planned for Summer 2022.
Conduct targeted data collection as a result of the Campus Climate Survey data	SP Goals 2, 4	X	Not completed. Through Leading for Change it was determined that a data sharing campaign would occur, aimed at engaging the community with the data (which was completed), and that further data collection would not occur. The climate survey is scheduled to be administered again in the fall of 2022.
Lead the implementation of Edify, in conjunction with Technology	(NECHE Standards 2 & 8)		Completed. Implementation continues, with the addition of dashboards and HEIRS file creation projects.
Support the development and implementation of a General Education Assessment Plan	(NECHE Standards 4 & 8)		Completed. The Director of Assessment serves on the General Education Program Area Committee which began and continues this work.
Lead the development of an ILP Assessment Plan ( <i>pending final draft of self-study</i> )	(NECHE Standards 4 & 8)		Not completed. The NECHE self-study did not identify this as a priority or result in a projection.
Lead the development of a policy for the regular review of the University's	(NECHE Standard 1)		This was identified as a projection in the NECHE self-study and pushed to AY23

Mission Statement (pending final draft of self-study)			
Provide on-campus professional development regarding equity in assessment	SP Goals 2, 4	X	Completed. A <i>Tools for Equity in Assessment Series</i> was run through the CTL during AY22.
Support the expansion of the DHE Equity Audit on campus	SP Goals 2,4	X	Not completed. OIRP was not asked to support this activity.

**VIII Other Accomplishments:**

*List accomplishments not already captured above.*

The NECHE self-study process represented a major project during AY22.

**IX Action Plan 2022-2023:**

Planned Initiatives for 2022-23	Associated Strategic Plan Goal & Strategy	Indicate if a DEI initiative
Implementation of CARS (Campus Achievement Reporting System)	NECHE Standard 2	
Tracking and Publication of Strategic Plan Metrics	NECHE Standard 2	
Tracking and Publication of NECHE Self-Study Projections	NECHE Standard 2	
Lead the development of a policy for the regular review of the University's Mission Statement	NECHE Standard 1 (Projection)	
Edify Implementation (continued)	NECHE Standards 2 & 8;	

Support the development and implementation of a General Education Assessment Plan (continued)	NECHE Standards 4 & 8	
Implementation of Qualtrics; Review of University Survey Protocols	NECHE Standard 8	
Review of First Destination Survey for Undergraduate Students	NECHE Standard 8	
Establish working group to identify strategies to improve response rates for exit and alumni surveys	NECHE Standard 8 (Projection)	
Participate in Review/Plan for Curriculog Implementation		
Support Banner HR Module Implementation (Faculty Workload)	Strategic Plan Goal 6	
Administer Campus Climate Survey Fall 2022	NECHE Standards 5 & 8; Strategic Plan Goals 2 & 4	X
Publish Climate Survey Data Spring 2023	NECHE Standards 5, 8 & 9; Strategic Plan Goals 2 & 4	X
Administer NSSE Survey Spring 2023	NECHE Standards 5 & 8; Strategic Plan Goals 2 & 4	

Updates to the Action Plan may be submitted via a revised Annual Report.

**X Reflection:**

Take this section to reflect on--

- 1) *Initiatives that you may be considering for 22-23 academic year that you did not already capture above.*
  
- 2.) *Anything else not captured in this report that you would like to share.*