

Assessment Plan

University of South Alabama

Admin-Institutional Research Training

Mission Statement: Institutional Research provides institutional information and analysis to support strategic and operational decision-making and to fulfill reporting requirements of federal, state and private agencies.

Intended Outcome: Accreditation Reports

Ensure access to standard reports to support university and discipline-specific accreditation.

Outcome Year: 08-09

Start Date: 08/01/2008

Outcome Status: Current

Means of Assessment			
Assessment Method	Criterion	Schedule	Active
User satisfaction survey Assessment Method Category: Survey-Other	Average score of 4.0 on five point Likert scale	Review data at 6 and 12 months	Yes
Track report usage Assessment Method Category: Other	Each standard report will be accessed at least once	Review quarterly	Yes

Intended Outcome: Administrative Reports

Ensure access to information that will inform decision-making and support strategic initiatives

Outcome Year: 08-09

Start Date: 08/01/2008

Outcome Status: Current

Means of Assessment			
Assessment Method	Criterion	Schedule	Active
User satisfaction survey Assessment Method Category: Survey-Other	Average score of 4.0 on a five point Likert scale	Review data at 9 months	Yes
Track report usage Assessment Method Category: Other	Each report will be used at least once	Review quarterly	Yes

Intended Outcome: Common Data Set

Develop a common data set based on an approved data dictionary that can be used for analysis in the field

Start Date: 08/01/2008

Outcome Status: Current

Means of Assessment			
Assessment Method	Criterion	Schedule	Active
Observation by the Associate Vice President for IR, Planning & Assessment Assessment Method Category: Other	Creation of data dictionary	Review quarterly	Yes

Means of Assessment

Assessment Method	Criterion	Schedule	Active
Observation by the Associate Vice President for IR, Planning & Assessment Assessment Method Category: Other	Common Data Set posted on website	Review quarterly	Yes

Intended Outcome: Project Tracking

Develop automated system to request and track data needs and capture project completion times

Start Date: 08/01/2008

Outcome Status: Current

Means of Assessment

Assessment Method	Criterion	Schedule	Active
Observation by Associate Vice President for Institutional Research, Planning and Assessment Assessment Method Category: Other	Implementation of an automated system that generates tracking reports by October 2008	October 1, 2008	Yes

Intended Outcome: Retention Reports

Design reports that provide information to address student retention issues.

Outcome Year: 08-09
09-10

Outcome Status: Current

Means of Assessment

Assessment Method	Criterion	Schedule	Active
Observation by Associate Vice President Assessment Method Category: Personal observation	Creation of historical reports identifying key characteristics of transfer students in aggregate and by cohorts	review quarterly	Yes

Intended Outcome: Website Enhancement

Increase the amount of usable information on the IR website

Start Date: 08/01/2008

Outcome Status: Current

Means of Assessment

Assessment Method	Criterion	Schedule	Active
User survey Assessment Method Category: Survey-Other	Average score of 4.0 on five point Likert scale	Conduct survey in March 2009	Yes
Observation by Associate Vice President for IR, Planning and Assessment Assessment Method Category: Other	Increase standard reports on the website by 50%	Review quarterly	Yes