

**USF SARASOTA-MANATEE  
ASSESSMENT PLANNING RECORD  
2015-16**

<b>UNIT:</b>	<b>Institutional Research &amp; Effectiveness</b> (Dr. Bonnie Jones, Assistant Vice President)
<b>MISSION:</b>	The purpose of Institutional Research & Effectiveness is to serve the University of South Florida Sarasota-Manatee's administration, faculty, and staff by initiating and building a comprehensive institutional research and effectiveness valuation program that supports campus decision-making, strategic planning, and assessment of institutional effectiveness, and regional and specialized accreditation.
<b>2015-20 USFSM STRATEGIC PLAN GOALS:</b>	<p><b>STRATEGIC GOAL #1: Student Success</b> Ensure student retention, timely completion, employment success, and student satisfaction.</p> <p><b>STRATEGIC GOAL #2: Campus Life</b> Foster an intentional culture of campus engagement.</p> <p><b>STRATEGIC GOAL #3: Intentional Enrollment Management</b> Strategically recruit and retain students by growing existing programs and creating new programs of strategic emphasis or demonstrated demand.</p> <p><b>STRATEGIC GOAL #4: Teaching and Learning</b> Explore and implement innovative technologies and pedagogical methods that increase student engagement in the learning process and improve student learning outcomes.</p> <p><b>STRATEGIC GOAL #5: Scholarly Activity</b> Recognize and support diverse faculty and student research activities.</p> <p><b>STRATEGIC GOAL #6: Community Engagement</b> Build and be known for a community engagement identity in partnership with a variety of organizations throughout the service area.</p> <p><b>STRATEGIC GOAL #7: Resources</b> Preserve, grow, and diversify the human, physical, financial, private, and other resources, aligning them to support the strategic goals.</p>

<b>UNIT GOALS:</b>	<ol style="list-style-type: none"> <li>1. Enhance the USF Sarasota-Manatee student success database to assess and predict on a continuous basis measures of student outcomes (Aligns with USFSM Goal 1, Strategy 1.6).</li> <li>2. Enhance the comprehensive assessment system for institution-wide decision-making and continuous improvement (Aligns with USFSM Goals 1-7, Strategy 3.3).</li> <li>3. Lead the USF Sarasota-Manatee regional and professional accreditation and recognition program processes (Aligns with USFSM Goal 4, Strategy 4.5).</li> <li>4. Participate in preparation of research grants, particularly those that include community partnerships (Aligns with USFSM Goal 5, Strategy 5.1).</li> </ol>				
<b>OUTCOME</b>	<b>Unit Goal</b>	<b>Means of Assessing Outcomes</b>	<b>Assessment Data</b>	<b>Plan Resulting from Analysis of Assessment</b>	<b>Chancellor's Response (Dr. Sandra Stone)</b>
<b>Outcome 1.</b> Collection and analysis of student success data in longitudinal study.	1	Produce one manuscript for presentation or publication.	2 presentations at 2015 SACS Conference and 2 accepted for 2016 SACS Conference in collaboration with faculty on 3 of them.	Focus efforts on grant applications to support IR efforts toward student success.	This is great and will help us in decision making regarding student success strategies.
<b>Outcome 2.</b> Continue to enhance campus-wide assessment processes.	2, 3	Coordinate initiation and implementation of 6-month reviews of USFSM Strategic Plan.	Held first review in January 2016. Revised Implementation Plan to reflect changing campus priorities. Second review scheduled for August 2016.	Continue 6-month reviews and share them with Campus Board and Community Leadership Council. Adjust strategies and outcomes as needed.	This will continue over the 5-Year Plan. Review every six months.
		Assist College of Education with assessment system through Data Workshop and CAEP rubric reviews.	Faculty found that the procedural changes made by IR to the COE assessment system streamlined their ability to make meaningful curricular improvements in the academic programs.	The Assessment Coordinator will replace the AVP on the SOE Assessment Committee to maintain continuity of effort. IR will support SOE in reducing the number of critical task rubrics and conducting a needs assessment on each CAEP standard.	Continue to work with SOE.
		Work with the QEP Steering Committee on piloting and implementing measures of critical thinking.	QEP successful in SACS Reaffirmation with one recommendation.	QEP Director to meet weekly with IR staff. IR Director to oversee CT testing until QEP Administrator hired. Report on recommendation to be completed by July 1 and mailed to SACSCOC by Sept 1. Assessment Coordinator to continue on Incredi-Bull CT Implementation Committee.	Continue to work with QEP Director to implement and assess the QEP. Also provide follow up report to SACS by deadline.

		<b>Means of Assessing Outcomes</b>	<b>Assessment Data</b>	<b>Plan Resulting from Analysis of Assessment</b>	<b>Chancellor's Response (Dr. Sandra Stone)</b>
		Consult with key assessment faculty and staff in the colleges and units to enhance the integration of the assessment processes.	All academic programs and units completed the assessment loop in 2015-16. The processes have become routine in nearly all areas.	Target IT, Hospitality, and Core Curriculum programs for curricular and assessment improvement. Target Community Engagement for service learning improvement and campus-wide assessment activities.	Continue to work with faculty on program assessments.
		Research Great Colleges to Work For Criteria and share with Senior Leadership.	USFSM faculty and staff participated in survey in Spring 2016. Awaiting results in August.	Review survey results with campus leaders and determine changes needed and continuation in survey in Spring 2017.	Save as point of contact for Great colleges Survey to analyze results and guide administrators on how to improve on results.
		Provide technical and statistical support for student and faculty/staff surveys.	Identified new USF System resource – Qualtrics – and assisted faculty, staff, and students in transitioning to the new platform.	Continue support but formally track technical and statistical support activities.	Continue support to campus.
		Support unit's needs for data and surveys (e.g. Master Plan, Scheduling, and Student Success).	<p>Transitioned from in-house satisfaction survey to the CIRP Senior Survey to allow for national benchmarking.</p> <p>Data analysis and reporting for the following:</p> <ul style="list-style-type: none"> <li>• Housing Study</li> <li>• Weekly updates on earned student credit hours for pre-semester enrollment tracking</li> <li>• Enrollment tracking for Colleges, Academic &amp; Student Affairs, Facilities, and Parking</li> <li>• COB Strategic Planning Committee</li> <li>• COB Advisory Committee</li> <li>• COE Community Advisory Committee with data needs and Advisory Committee meetings.</li> </ul>	Develop a tracking system for IR requests to reflect breadth of analyses and time spent.	Continue support to campus.

OUTCOME	Unit Goal	Means of Assessing Outcomes	Assessment Data	Plan Resulting from Analysis of Assessment	Chancellor's Response (Dr. Sandra Stone)
<b>Outcome 3.</b> Successful SACSCOC Reaffirmation, QEP approval, and substantive change notification.	2,3	Submit Reaffirmation Report by 9/11/2015. Submission of QEP and Focused Report by 1/15/2016. Coordinate site visit 3/8-10/2016. Submit substantive changes for North Port/Venice move and University of Florence.	Focused Report conducted and Site Visit completed with one recommendation. Substantive change submitted and approved for North Port/Venice. Substantive change site visit for Hosted Hospitality in Tampa successful with no recommendations. University of Florence agreement still in process.	Submit focused report on QEP recommendation by 9/1/2016. Maintain knowledge base on SACS issues and submit substantive changes when needed.	Commit focused report and continue to serve as SACS Liaison. Great job with the accreditation process. Thank you!
<b>Outcome 4.</b> Faculty supported for grants and research.	4	Assist Faculty Coordinator for Research and other faculty on supporting grant awards and need/assessment sections of grant applications and reports.	Assisted in restructuring and implementing external evaluation of Project Elevate (USDOE Grant) with Sarasota Schools. Supported Biology NSF-IUSE Grant (collaboration with SCF & NCF).	In addition to supporting the Faculty Coordinator and other faculty in grant applications, consider directly applying for grants through IR.	Continue support for grants. Expert need for this to increase as we promote faculty research.

Completed by IR: 5/31/2016