

*Delta State University FY2015 Unit Level Report*  
*Department: Institutional Research and Planning*  
**Unit Missions**

 **IRP Mission**

**Mission statement**

The mission of IRP is to enhance the academic mission of the University through institutional effectiveness, by supporting and strengthening the planning process, decision-making, and management operations at Delta State University.

## **Unit Goals**

### **IRP 2015\_01: Institutional Data -- information requests**

**Start:** 7/1/2014

**End:** 6/30/2015

#### **Unit Goal**

Continue to communicate, monitor and track institutional data needs for all Academic and Non-Academic units and provide accurate data to enhance the mission, vision, and goals of the University.---  
information requests

#### **Evaluation Procedures**

Information requests from internal and external sources will be monitored weekly to establish the productivity levels within the office. IRP will continue to log all requests using Microsoft Excel to show accuracy and efficiency of incoming and outgoing information. Annual client satisfaction surveys will be used to monitor client's overall satisfaction with his or her experience. More specifically, the survey will track client's opinion of information requested and received and customer service associated with said transaction.

#### **Actual Results of Evaluation**

Due to complete turnover in personnel in the Office of Institutional Research and Planning, no data or information is available for evaluation for 2014-15.

#### **Use of Evaluation Results**

Due to complete turnover in personnel in the Office of Institutional Research and Planning, no data or information is available for evaluation for 2014-15.

#### **Related Items**

-   **SP4.Ind08: Campus Efficiencies**
  -   **SP4.Ind10: Data Integrity**
  -   **SP4.Ind12: Publication of University data and information**
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## **IRP 2015\_02: Institutional Data - website**

**Start:** 7/1/2014

**End:** 6/30/2015

### **Unit Goal**

Continue to communicate, monitor and track institutional data needs for all Academic and Non-Academic units; and provide accurate data to enhance the mission, vision, and goals of the University.---  
website

### **Evaluation Procedures**

The website will continue to receive constant enhancements to comply with Higher Education Opportunity Act (HEOA) standards (SACS documents, Strategic Plan process documents).

### **Actual Results of Evaluation**



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### **Use of Evaluation Results**

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### **Related Items**

  **SP4.Ind07: Website**

  **SP4.Ind10: Data Integrity**

  **SP4.Ind12: Publication of University data and information**

## **IRP 2015\_03: Survey delivery improvements**

**Start:** 7/1/2014

**End:** 6/30/2015

### **Unit Goal**

Continuous Monitoring and Tracking of Internal and External Surveys

### **Evaluation Procedures**

IRP will continue to communicate results of evaluations to departments that use IRP services using Microsoft Outlook, Zoomerang (Library Student Survey and Library Faculty Survey; Graduation Survey, Administrative Survey for Deans & Chairs, Campus Initiatives “Healthy Campus Community Initiative Survey).”

Timelines are computed by the Research & Information Specialist using Microsoft Excel, Word, and Outlook Calendars.



### **Actual Results of Evaluation**

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### **Use of Evaluation Results**

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### **Related Items**

  **SP3.Ind08: Evaluations**

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