

**Office of Institutional Research
Clayton State University
Annual Report 2012-2013**

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The 2012-2013 Academic Year was a very successful and productive year for the Office of Institutional Research; it accomplished many of its stated goals and objectives. This year, the Office was also heavily involved in providing data and analyses for the upcoming SACS visit; working closely with SACS & QEP Committee. Throughout the year, the Office undertook many new projects as well as worked on its regular projects. The following report provides some of the major projects the Office of Institutional Research was involved in during AY 2012-2013.

Ad-hoc requests from the administration, deans, division heads or other department heads are not included in this report.

Each semester, the Office produces enrollment reports that disaggregate the student population by variables such as full-time/part-time status, gender, and student classification for the fall, spring, and summer semesters of the enrollment period. The Office also analyzes retention rates of various student groups (first-time, full-time freshmen students; continuing students; graduate students; etc.) during each semester. Additionally, data and information are regularly provided to the Georgia Board of Regents (BOR). Other projects completed by the Office include:

- Created and distributed the 2012-2013 Factbook
- Compiled Enrollment Reports (Fall, Spring, and Summer)
- Worked closely with SACS/QEP Committee
- Developed and presented Academic Affairs/Colleges/Departmental budgets for FY 2013-14
- Worked with Enrollment and Retention Committees on the completion of various data analysis
- Responded to BOR Requests
- Analyzed BOR Funding by Clayton State Program/Credit Hours
- Analyzed County Population and High School data for various projects
- Projected Tuition and Fee Revenue for 2013-2014 budget preparation
- Provided grade distribution reports to the University's academic units
- Analyzed characteristics of Clayton State faculty
- Assisted with College of Business and Department of Teacher Education accreditation processes
- Provided data analysis and assistance for Complete College Georgia (CCG) initiative

In addition to administering and providing a summary analysis of internal and external survey results, the Office provides data for various external agencies such as U.S. News & World Report, Collegeboard, ACT, and Peterson's. Some of these internal and external surveys are listed below:

- 2013 U.S. News & World Report Best Colleges Survey
- 2012-2013 NSSE/FSSE Survey
- 2013 ModernThink Great Colleges To Work For Survey
- AAUP Faculty Salaries Survey
- CUPA-HR Faculty Salary Survey
- 2013 Graduating Student Satisfaction Survey
- Student Evaluation of Instructor (Fall, Spring and Summer semesters)
- Student Evaluation of Course (Fall, Spring and Summer semesters)
- SACS Institutional Characteristics and Finance Survey

IPEDS Reporting

- IPEDS Keyholder
- IPEDS Fall 2012 Enrollment Survey
- IPEDS Graduation Rates Survey (Fall 2007 Cohort)
- IPEDS Fall 2012 Institutional Characteristics Survey
- IPEDS AY 2012 Completions Survey
- IPEDS FY 2012 Finance Survey
- IPEDS Fall 2012 Faculty Salaries Survey
- IPEDS Fall 2013 Human Resources (Employees by Assigned Position Survey)

In March, the Office of Institutional Research hosted the University System of Georgia Institutional Research and Planning (USGIRP) Annual Meeting. This meeting was attended by over 50 institutional research professionals from various institutions within the University System as well as staff from the System Office.

The Office also provided data to University staff and faculty for in support of grant proposals for sponsored research. Some of these grants included:

- Georgia Race To The Top
- University System of Georgia Incubator Grant
- Department of Education Minority Science Engineering Improvement Program

Significant progress was made in ascertaining the University's information needs. Standardized procedures and reports were established to aid in the generation of consistent, reliable report information. More information about the Office's improved process for data requests may be found at <http://www.clayton.edu/institutional-research/datarequest>.