Program Summary

IPFW’s Center for Social Research assists IPFW students, faculty and other University personnel with the planning, implementation, and analysis of research projects. The Center also conducts research on behalf of government agencies, private business and industry, social service institutions, and other organizations. The Center for Social Research’s Director, Professor Donna Holland, teaches Statistics in the Sociology Department, and has a varied, extensive and outstanding research background.

Task Force: Thank you for the time and effort you put forth in your report. Through the USAP process, we are working to create a culture of continuous improvement; setting specific and measurable goals is an important step in the process of moving IPFW toward this culture of improvement. Part of this effort is getting individuals and units at IPFW to think differently about planning and the future. The work of the Center for Social Research is critical to IPFW and we greatly appreciate the time you spent on this significant endeavor.

The short report does not provide an adequate picture of what the unit does and wants to accomplish and we noted that the unit’s website has not been updated in a while which we encourage you to address.

Other Comment: Each unit that is directly responsible for student learning (whether the unit is academic or academic support) should have included at least ONE unit goal (among its other goals) that aligns with EITHER Goal I.A.1 or I.A.2. Please establish this goal for your unit and ensure it is included on next year’s report.

Thank you again for being part of this important initiative.

Criterion: #1: Mission - How does your unit support the mission of the university? This may include your mission and vision statements. (no more than 200 words)

Question: Mission - How does your unit support the mission of the university? This may include your mission and vision statements. (no more than 200 words)
Indiana University-Purdue University Fort Wayne (IPFW)
Program Write-up with Task Force Comments
CSR Center for Social Research

Mission

• To draw on academic experts from a variety of disciplines in planning, conducting, and analyzing its research projects.

• To provide excellent opportunities students to receive real-world experience in social research.

• To utilize IPFW's organizational diversity to offer an experiential learning environment that fosters excellence in the services it offers, as well as the educational opportunities it delivers.

• To equip students with the knowledge and skills that employers find valuable in today's data-driven world.

Practical experience is an important component of higher education, due to providing workplace applications that are difficult to replicate and surpass in a classroom setting. The Center for Social Research provides outstanding opportunities for select students, including acquisition of a technical skill set, which results in preparation for after graduation job market competitiveness.

The Center for Social Research provides excellent opportunities for students at IPFW to receive real world, hands on experience in social research. By working closely with the Center's faculty and staff, students gain the knowledge and skills that employers find valuable in today's data-driven world. The Center for Social Research strives to offer an experiential learning environment that fosters excellence in both the research service it offers and the educational opportunities it delivers.

Criterion: #2: Accomplishments - Please list significant accomplishments from the last three years as they align with Plan 2020 goals

Question: I. Foster Student Success - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area I: Foster student success.

Although student skills gained are too numerous to include an exhaustive list, following is a sample of learning, growth and skill acquisition provided by the Center for Social Research through independent study course and employment opportunities: transcribing research interviews; Qualtrics online survey software; Print and E-newsletter formatting; newsletter article writing; newsletter distribution; research design; writing survey questions; research data collection through interviewing, surveys and focus groups; research data analysis; research report writing; Adobe Presenter Presentation; closely following protocols; passing certification exams for both research ethics and conducting research responsibly; upholding extremely high standards of research ethics; utmost professionalism; a commitment to results of excellent quality; grant searching; grant writing; proofreading; cold calls; designing a large display board for advertising purposes; conversing with both potential and current clients; redesigning and updating the Center for Social Research's brochure, proposal writing, and SPSS.

Students assisted with the Sociology Student and Faculty Survey Report, the Lilly Web Portal Student Survey Report and Presentation, the IU Courtyard data collection and periodic reports, assisted in the development of several proposals and grant applications.
II. Creation of Knowledge - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area II: Promote the Creation, Integration, and Application of Knowledge.

The Center inherently requires students to apply knowledge from coursework, including social statistics, research and writing, methods, social theory, survey design, etc.

**Question:** III. Regional Hub - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area III: Serve as a Regional Intellectual, Cultural, and Economic Hub for Global Competitiveness.

To express the Center's contribution to Regional and Economic competitiveness, we offer explanations of current projects.

In terms of active contracts/agreements, some interesting and exciting new developments have occurred at the Center for Social Research. First, looking back to the 2013 – 2014 school year, the Center for Social Research completed a Faculty and Student Survey. Currently, the Center has the following two active contracts/agreements. 1) The Center for Social Research is under contract and in the process of collecting data for researchers at the Center for Health Policy at Indiana-University Purdue University Indianapolis (IUPUI). Research for this project is for SAFY (Specialized Alternatives for Families and Youth), and funding for this study comes from the Indiana Center for Clinical and Translational Sciences and the Center for Health Policy. For this project, Holland and her research team attended a training session in Indianapolis on July 8. Data collection interviews began on July 23, and continue through March of 2015. 2) The Center for Social Research currently has an active agreement with IPFW's Sean Ryan to conduct research for the Lilly Web Portal project. During the first week of September, the Center for Social Research began writing survey questions for one component of the project. Data collection, data analysis, report writing and preparing an Adobe Presenter Presentation are now complete for this first project component. Currently, the Center for Social Research is working with committee members on writing and compiling survey questions for the second component of the project. Research stages for the Lilly Web Portal project continue through August 2015.

**Question:** IV. - Create a Stronger Univ - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area IV: Create a Stronger University through Improving the Support of Stakeholders and the Quality and Efficiency of the Organization.

While there may be indirect ways in which the Center facilitates creating a stronger University, the most direct ways is through students working directly with students. Student and faculty interaction is a key contributor to student success in terms of connectedness to the University, and by increasing student graduation/completion according to the literature on retention.

**Question:** Other Accomplishments - Please list any other significant accomplishments from the last three years that do not align with Plan 2020.
• Beginning an e-newsletter that would also be distributed in print was a goal set by Holland. The Center for Social Research’s first newsletter was February of 2014. Creating higher visibility to prospective clients is one benefit of newsletter distribution.

• In addition to an e-newsletter, reaching potential clients with information is also accomplished due to the Center for Social Research’s brochure, which was redesigned Spring of 2014, and also updated August of 2014 and October of 2014.

• During Spring Semester 2014, the Center for Social Research participated in a Job Fair at IPFW. In preparation for this event, the Center for Social Research designed a large display board for advertising purposes. Additionally, the Center for Social Research handed out business cards and the Center’s brochure on the day of the event.

• Another accomplishment was organizing and hosting some webinars on Data Analysis and Data Sets, which were hosted during 2013-2014.

**Criterion:** #3: Accreditations - Program specific accreditation and status

**Question:** Accreditations - What program-specific accreditations and status do you have, if any?

The Center has no accreditation requirements.

**Question:** Constraints/Benefits - How do these accreditations constrain or benefit the work of your unit, if applicable?

Not applicable.

**Criterion:** #4: Laws and Mandates - Federal and state laws or mandates that your unit addresses

**Question:** Federal and State Laws - What federal and/or state laws or mandates do you address, if any?

None.

**Question:** Constraints/Benefits - How do these federal and state laws or mandates constrain or benefit the work of your unit?

Not applicable.
#5: Inefficiencies - Activities that you spend resources on inefficiently or in ways that do not support the mission.

**Question:** Inefficient use of resources - On what activities, if any, do you spend resources (money, time, people, etc.) inefficiently or in ways that do not support the mission of your unit or the university? List as many as apply.

None.

**Criterion:** #6: IR and Budget Review - Review of your department profile and budget

**Question:** Contextualize IR data - Upon review of your IR Department Profile (for academic units) and FY 14-15 Budget information, are there any data you want to correct or contextualize? To view your profile or budget visit the Office of Institutional Effectiveness website: http://www.ipfw.edu/offices/ir/profiles/

No. None.

**Criterion:** #7: Goal One - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:** 1. Comment on the specificity of the goal:

Specific

2. Comment on the goal's measures:

Actions steps are not laid out, but the metric is clear.

3. Comment on the unit's ability to achieve the goal (include a consideration of the departmental profile and budget data):

If it can be done already, why hasn’t it been?

4. Comment on the goal’s relevance:

It’s unclear if it’s an increase in hours for existing students, or if it’s increasing number of students. If it’s increasing number of students, it would have some relevance.

5. Comment on the timeline of the goal:

Optimistic

Possible opportunities for collaboration or suggestions for addressing a gap:

**Question:** Unit Goal - What is your unit goal?
Increase the number of worker hours by 3% in order to expand the Center for Social Research’s emphasis of providing experiential learning opportunities for students to receive real world, hands on experience in social research, thereby gaining the knowledge and skills that employers find valuable in today’s data-driven world.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Foster student success through experiential learning.

**I - Foster Student Success**

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High priority.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

Increase the number of worker hours by 3%.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Count the number of current worker hours and increase this by 3%.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes.

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

None.

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

None.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

Can be implemented and accomplished in one year.
**Criterion:** #8: Goal Two - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**
1. Comment on the specificity of the goal:
   - Specific

2. Comment on the goal's measures:
   - What about increasing overhead costs associated with increased value of contracts?

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):
   - No resources needed and no challenges identified.

4. Comment on the goal’s relevance:
   - Satisfactory.

5. Comment on the timeline of the goal:
   - Optimistic

Possible opportunities for collaboration or suggestions for addressing a gap:

**Question:** Unit Goal - What is your unit goal?

Increase the Center for Social Research’s total annual value of active contracts/grants/agreements by 5%.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Serve as a Regional Intellectual, Cultural, and Economic Hub for Global Competitiveness.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High priority.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?
During the next year, when seeking new contracts/grants/agreements and writing proposals for new contracts/grants/agreements, strive to increase the total value of active contracts/grants/agreements by 5%.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Total the value of active contracts/grants/agreements, and strive to increase this by 5% when seeking new contracts/grants/agreements and writing proposals for new contracts/grants/agreements.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes.

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

None.

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

None.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

Can be implemented and accomplished in one year.

**Criterion:** #9: Goal Three - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.
Question: Actions - What action(s) does your unit plan to take to support this unit goal?

Question: Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Question: Resources - Are you able to accomplish this unit goal with your current resources?

Question: Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

Question: Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

Question: Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

Criterion: #10: Goal Four - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

Question: Unit Goal - What is your unit goal?

Question: IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Question: Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Question: Actions - What action(s) does your unit plan to take to support this unit goal?

Question: Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?
**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

**Criterion:** #11: Goal Five - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write "NA" or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?
**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

**Criterion:** #12: Goal Six - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?
Question: Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Criterion:** #13: Goal Seven - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?
Criterion: #14: Goal Eight - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?
#15: Goal Nine - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

**Criterion:** #16: Goal Ten - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.
Question: Unit Goal - What is your unit goal?

Question: IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Question: Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Question: Actions - What action(s) does your unit plan to take to support this unit goal?

Question: Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Question: Resources - Are you able to accomplish this unit goal with your current resources?

Question: Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

Question: Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

Question: Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?