



Guidelines for Institutional Research and Planning

Office of Institutional Research and Planning

September 2019





3URYLGH VXSSRUW IRU DOO LQWHUQDO LQVWLWXWL
GHSDUWPHQWV DQG DFDGHQDIFDGHORLWDPV DV ZHO

Goal2 (IIHFWLYHO\ VXSSRUW WKH GDWD QHHGV RI /HZLV
HGXFDFWLRQDO SURJUDPDUP DFFUHGHWDDVORWPKHQW
LQVWLWXWLRQDO HIIHFWLYHQHVV HIIRUWV ZLWK DFFXU

2Q D FRQWLQXR XV EDVLV DVVLVW WKH 8QLYHUVLW
GDWD QHHGV IRU WKH UHDOGUPXSLSRQWRW DFF8QLY
HIIRUWV WR PHHW WKH +LJKHU /HDUQLQJ8RPPPLVVL
&ULWHULD IRU \$FFUHGLWDWLRQ DQG &RUH &RPSRQ
&ROOLQFWLWQMRUPDWRQVSHFLDOLJHG DFFUHGLWDW
FROOHJHSDQWPHQWV RI WKH 8QLYHUVLW\ LQ WKHL
V8FLDOLJHG DFFUHGHWDDVORWPKHQW DFFUHGHWDDVORWPKHQW
DFDGHPLF SURJUDPD UHYLHZXWFRZP8V RDDQDPWHOMQWZ
VWXG\ HWF

5HVS8RGDQ\ DFFUHGHWDDVORWPKHQW RQOLQRYLW\%RDRJ8VRK
+LJKHU (GXFDWLRQDQDQDQ\%(/RQJLWXGLQ8VFDWIDW8VWH
DFFXUDWH DQG UHOLDEOH GDWD LQ D WLPHO\ PDQ

Goal 3. 5HSRUW FRQVLVWHQW DQG DFFXUDWH LQVWLWXWL
JRYHUQPHQWV UHJLRQDO DQG RU VSHFLDOLJHG DFFUH
DJHQFLHV LQ D WLPHO\ PDQQHU

&RPSOHWH DQG RU FRRUGLQDWH ZVWKRUFPHSYDQWH
IHGHUDO DQG VWDWILHQJRYHUQDQWD UHRSRUHWL RQ
,%+(,/,%+(,/

2WKHU LQVWLWXWLRQDO VWXGLHV RU DQDO\VLV
3URYLGH H[SHUWLHV DQG DVVLVWDQFH DV QHHGHG
VFKRODUO\HQGHLDWLRQDO VWXG\ RU UHVHDUFK
UHVHDUFK GHVLJQ GDWD FROOHFWLRQ DQG VWDW
6XSSRUW IDFXOW\ DQDQW DIHDOO\QWZHUHLW LQJ
UHVHDUFK HIIRUWV

Goal 5. 6\VWHPDWLFDOO\ HYDOXDWH WKH XQLYHUVLW\ SHU
FRQWLQXRXV EPSBYHPLQJWWXGHQWV DOXPQL DQG H
VWXGHQW SHUFHSDQGV DQG VDWLRISHFWLRQDO H[SH

6XSHUYLVH LQVWLWXWLRQDO FROOHFWLRQ DQDO\VLV
8QLYHUVLW\
&RQGXFWRU FRRUGLQDWH LQVWLWXWLRQDO VXUYH
WKH IROORZLQJ DV QHHGHG

*UDGXDWLQJ VWXGHQWFRPHPHQW 6XUYH\
\$FDGHPLF \$GYLVLQJ 6XUYH\
\$QRWKHU LQWHQGHG

&RUGLQDWH QDWLRQDO VWXGHQW DQG IDFXOW\ V
OLPLWHG WR WKH IROORZLQJ

1DWLRQDO 6XUYH\ RI 6WXGHQW (QJDJHPHQW 1
&RRSHUDWLYH ,QVWLWXWLRQDO 5HVHDUFK 3UR
+(5,)DFXOW\ 6XUYH\
1RHO /HYLW] &ROOHJLDWH 6WXGHQW ,QYHQWRL
1RHO /HYLW] 6WXGHQW 6DWLVIDFWLRQ ,QYHQW

1RHO /HYLWJ \$GXOW 6WXGHQW 3ULRULW\ 6XUYH

1RHO /HYLWJ \$OXPQL 6XUYH\ \$6

&ROOHJLDWH /HDUQLQJ \$VVHVVPHQW &/

&,0\$ 1HZ 6WXGHQW 6XUYH\

&,0\$ *UDGXDWLRQ 6WXGHQW 6XUYH\

&RQGXFVWLVWL@DO DQDO\XH

&RPPBQWD VHWV

8QLYHUVLW\ VXUYH\V VMOXG DHHV UGLV D FXQDORV

,, 3URFHGXUHV IRU \$VVXULQJ 'DWD TXDOLW\

'DWFDRQVLVDFHQBDDG WLPHOLQHVV DUH WDVHZMKDDHVSU

SULR WLVVH V2IILFDLRV ,WR DFKLHYH LQ RUGHU WR HQVXUH

LQVWLWXVHQRDDWGIDWDDQ G2 SURYLGRGDFKWKYH WKH REMHF

IROORZLQJ SURFHGXUHV DUH HVWDEOLVKHG DQG PXVW E

1RWH 7KH SURFHGXUHV SEHODV LRFSDWFLQDDQ XGDs 6H"V

DQG GHYHQR\$RJRW RU Wa\$@p@



D %HIRUHQRWVHGDWDRZQORDGHGRQWKH8QLYHU

H \$QFRPSOGHWHG UHSRUW VXUYH\ RU GDWD UHTX
 UHYLHZ RU FURVV DEFRXNDQJ WR RUCVXWHLV VXE
 L :RUN FRPSOHWHG VILDOHEMLHG IRU DFFXUDF\
 RWK5-BUVWQ IWKH RIILFH
 LL:RUN FRPSOHWHG E\ RWKMMMLQ WKHKH`pDÀ

G :RUN RQ WKH UHSRUW BUOXDWZGHIWYXGIRUHDWKH
GDWH LQ FDVH DQ\ GDWD LVVXHV BULWHEWKDWLSDHYHQW