

# OIR Annual Report



2021-22

Office of Institutional Research (OIR)  
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## Letter from the Director

In 2021-2022, the Office of Institutional Research (OIR) team continued to work diligently to meet ever-increasing demands from each school and division within the university. Throughout the academic year, OIR team members completed hundreds of short- and long-term projects, supported several university committees and initiatives, and worked on a variety of accreditation-related projects.

A major initiative OIR undertook this year was the administration of the first university-wide campus climate survey on diversity, equity, inclusion and belonging. In conjunction with the Chief Diversity Officers, OIR staff worked with a committee of Tufts community members to design a robust survey instrument. In February, the survey was successfully administered to all staff, faculty, and students. Reporting on the results has begun and will continue into FY 2023.

Significant time and attention in 2021-22 were devoted to supporting the university's ten-year NECHE re-accreditation process. OIR staff members were assigned to each of the nine NECHE standard working groups, providing data support and subject matter expertise to working group members. OIR was also responsible for collecting and compiling data for all the NECHE Data First Forms.

During the year, the office experienced several staff transitions. Inger Bergom departed to assume a position at Harvard University and Minnie Jung and Kimberly Livingstone joined the staff as research analysts. In addition, several current staff members assumed new responsibilities. Lauren Conoscenti became the office's new Associate Director and Rebecca Hatch was promoted to Assistant Director. Steve Babbin and Emily Look transitioned into Senior Data Analyst and Data Analyst positions, respectively. Last but certainly not least, Lynne Freeman was promoted to Senior Program Administrator and Kathleen McGreal was promoted to Senior Research Analyst.

2021-2022 was a productive and eventful year and I look forward to seeing what 2022-2023 will bring.

*Christina Butler*

Christina Butler  
Director  
Institutional Research

## Mission

The Office of Institutional Research serves as a resource for the Tufts University community. We provide accurate and timely information to stakeholders across the university, support informed planning and decision-making at all levels, and fulfill key external reporting requirements. We employ an innovative and resourceful staff with expertise in survey research and data analysis, who can communicate the results of their research clearly and effectively.

## Primary Functions

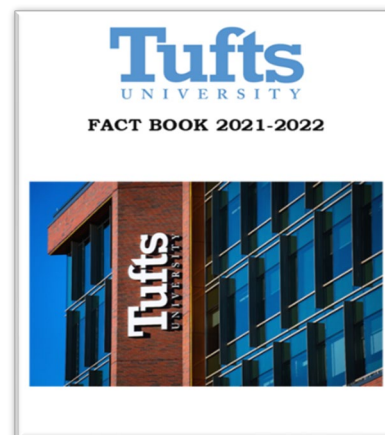
OIR's core activities include the following:

### Mandated reporting & accreditation

OIR manages many of the university-wide federal reporting requirements, including the Integrated Postsecondary Education Data System (IPEDS) Surveys and the data disclosures mandated in the Higher Education Opportunity Act (HEOA). On a five- and ten-year cycle, the office participates in the university's self-study for reaccreditation by the New England Commission on Higher Education (NECHE, formerly called the New England Association of Schools and Colleges, or NEASC); on an annual basis, the office prepares the NECHE Annual Report. OIR also works to provide schools and academic departments the data needed to complete their own self-studies for program review and reaccreditation.

### Tufts University *Fact Book*

OIR annually produces the Tufts University *Fact Book*, a compilation of basic information about Tufts, covering its students, staff, facilities, and finances. Updating it each year is a major undertaking that involves working with hundreds of individuals across the university. The final product is a comprehensive collection of information about Tufts.



### Survey research for the university community

Survey research is an integral part of the work of OIR. The office develops and conducts surveys for a wide variety of offices on campus, including annually-administered admissions, exit, and student experience surveys, faculty and staff surveys, alumni surveys, employer surveys, ad hoc projects on specific topics, and consortial surveys. OIR also provides consultations on survey best practices for individuals across Tufts who are interested in doing their own surveys.

### Data requests and short-term projects

OIR is regularly called upon to assist university stakeholders in answering questions about the university. These questions range from simple enrollment inquiries to more complex analyses on particular topics. OIR also responds to a large number of data requests from external agencies such as University & College Accountability Network (U-CAN), Boston Business Journal (BBJ), and Clarivate Analytics, and provides data to a variety of rankings agencies like U.S. News and World Report, Peterson's, Times Higher Education, and QS. In addition, OIR annually facilitates the collection and reporting of faculty compensation data to the American Association of University Professors (AAUP).

### **Dashboards, Risk Register, and other university-level undertakings**

In conjunction with the trustees and the Offices of the President and Provost, OIR develops, collects, organizes, monitors, and maintains university- and school-level strategic indicators. Some examples of this work include the University KPI Report, the Deans' Data Hub, and the [Diversity Dashboard](#).

### **Business Intelligence and Data Integrity**

OIR is actively involved in issues of business intelligence and data integrity at Tufts. One member of the office staff is appointed to work closely with TTS' Data Strategy and Analytic Services Team, which ensures an open flow of communication between the two offices. OIR has also led the effort to ensure the accuracy and accessibility of student and faculty data in source systems and the university's data warehouse.

### **Service to the university**

Members of OIR staff serve on committees across the university. These include outcomes assessment committees on all three campuses, the Social, Behavioral & Educational Research (SBER) Institutional Review Board, the ASE Enrollment Council, the Undergraduate Admissions and Financial Aid Committee, and many more. Members of the office also convene and lead the university-wide Analyst Group.

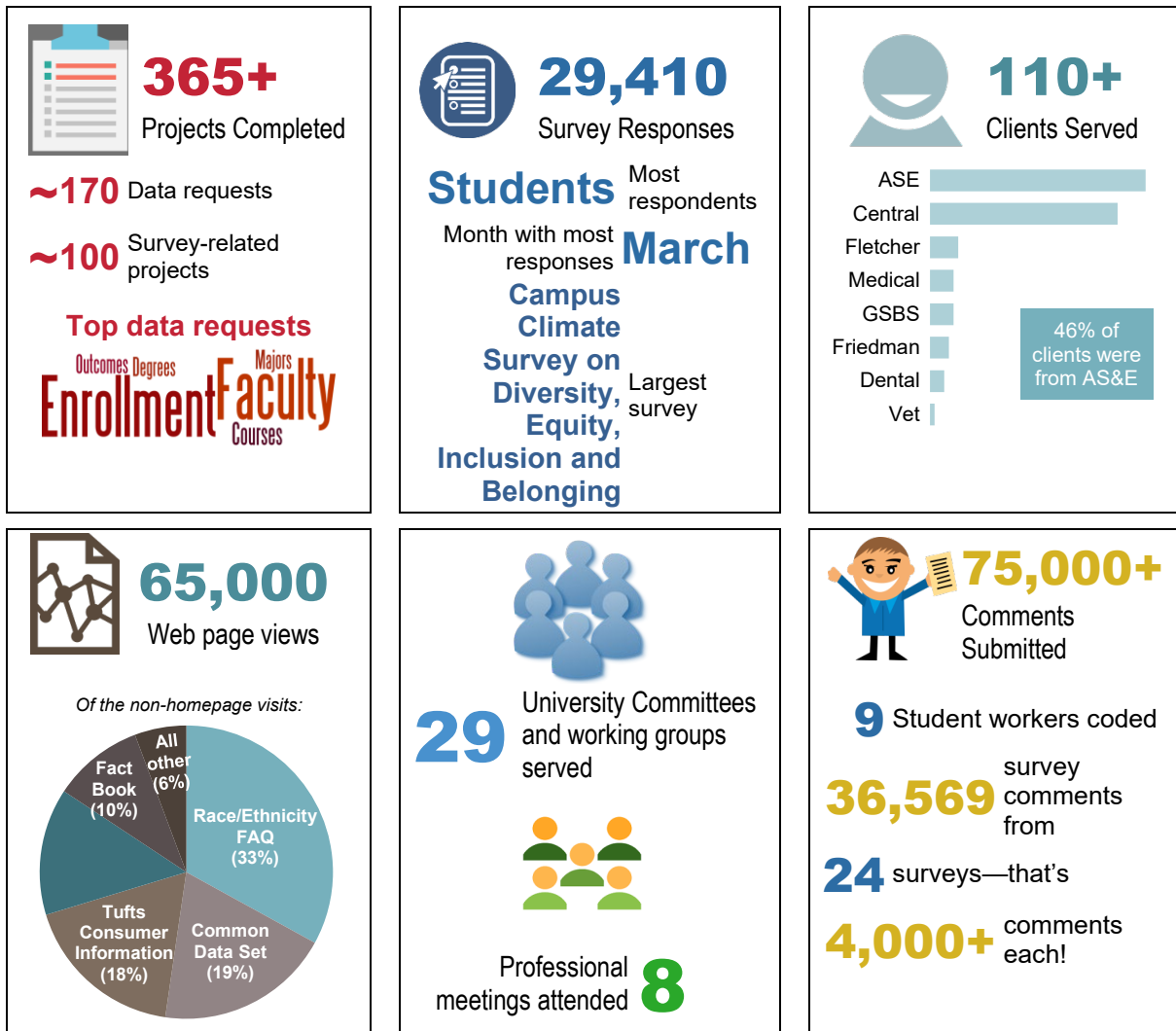
### **Knowledge dissemination and service to the profession**

One of OIR's points of pride is the service that it provides to the institutional research profession and the higher education community at large. Office staff members hold memberships in the North East Association for Institutional Research (NEAIR) the Association for Institutional Research (AIR), and routinely review conference proposals for the NEAIR and AIR annual conferences, serve on association committees, and present at NEAIR and AIR on topical issues in institutional research. The OIR staff also occasionally publishes work in journals and books.

## Our work

During the 2022 fiscal year, OIR staff logged over 365 projects, the bulk of which were internal and external data requests (~170 projects) and survey-related work (~100 projects). Most of the remaining projects involved committee work, business intelligence and data integrity projects, mandatory reporting, accreditation-related projects, and work on dashboards, strategic metrics, and the risk register.

## OIR 2021-22: By the Numbers



The following pages summarize some of our major projects in FY22.

## Our Work - Highlights

### Mandated reporting & accreditation

#### NECHE

- Complete & submit NECHE annual report
- Serve on outcomes assessment committees
- Complete 10-year reaccreditation Data First Forms
- Serve on reaccreditation standard working groups

#### IPEDS

- Serve as IPEDS Keyholder & ensure timely and accurate data submissions
- Develop IPEDS reporting capabilities out of SIS
- Maintain official university statistics

#### HEOA

- Maintain Tufts University Consumer Information (TUCI) page
- 18% of OIR web traffic goes to TUCI pages
- Top pages: net price calculator, top undergraduate majors, student diversity

### University Fact Book

#### Fact Book

- Released in February/March
- Over 100 pages of information on the university
- Fact Book page is one of the most-visited pages on our website
- Over 500 views per month
- Ongoing work to create historical database of Fact Book metrics

### Data requests and short-term projects

#### Internal

- Over 150 requests for data from the Tufts community:
  - Primarily enrollment, faculty info, addresses, student majors and degrees awarded
- Key reports/analyses:
  - Clearinghouse/admissions
  - Faculty salary analyses
  - Graduation/retention

#### External

- Academic Analytics
- AAUP
- AICAD
- Common Data Set
- University Accountability (Boston, Medford, Somerville)
- CGS/GRE
- Boston Business Journal
- UCAN
- NCAA

#### Rankings

- Petersons
- ARWU
- US News
- QS
- Clarivate Analytics
- Times Higher Ed

### Dashboards, Metrics, etc.

#### Dashboard & Strategic Metrics

- Maintain metrics and template for University KPI Report; update three times a year for trustee meetings
- Ongoing work in developing, collecting, organizing and presenting strategic metrics (done in close partnership with Trustees, Provost, President and other senior leadership)
- Maintain and update Diversity Dashboard
- Maintain and update the university-wide Deans' Data Hub
- Maintain and update the AS&E Department Data Hub



## Our Work - Highlights

### Survey Research & Focus Groups

<p><b>Admissions</b></p> <ul style="list-style-type: none"> <li>• Enrolling and/or Non-Enrolling Surveys for:             <ul style="list-style-type: none"> <li>• GSAS and SOE (Grad)</li> <li>• Undergraduate AS&amp;E</li> <li>• Fletcher</li> <li>• Cummings - Vet</li> <li>• Friedman</li> <li>• Medical</li> <li>• GSBS</li> </ul> </li> </ul>	<p><b>Student Experience (Undergrad)</b></p> <ul style="list-style-type: none"> <li>• Orientation Survey</li> <li>• First-Year First Week</li> <li>• First-Year and Sophomore Surveys</li> <li>• Student-athlete Survey</li> <li>• Senior Survey</li> </ul>	<p><b>Student Experience (Grad &amp; Prof)</b></p> <ul style="list-style-type: none"> <li>• Fletcher Continuing Student Survey</li> <li>• Fletcher MATA Survey</li> <li>• Medical Scientist Training Program Stressors Survey</li> </ul>
<p><b>Student Experience (Grad &amp; Undergrad)</b></p> <ul style="list-style-type: none"> <li>• Dining Survey</li> <li>• Spiritual Interests Survey</li> <li>• Tisch Library Survey</li> <li>• Healthy Minds Survey</li> <li>• Tufts Attitudes About Sexual Conduct Survey (TASCS)</li> </ul>	<p><b>Student Exit Surveys</b></p> <ul style="list-style-type: none"> <li>• AS&amp;E Undergrad</li> <li>• GSAS &amp; SOE (Grad)</li> <li>• Fletcher</li> <li>• PHPD</li> <li>• Cummings - Vet</li> <li>• Friedman</li> <li>• Dental</li> </ul>	<p><b>Faculty, Staff &amp; Students</b></p> <ul style="list-style-type: none"> <li>• Campus Climate Survey on Diversity, Equity, Inclusion and Belonging</li> <li>• RideShare Survey</li> <li>• Student Employment and Employer Surveys</li> <li>• TUSDM Institutional Culture Survey</li> <li>• Tisch Library Survey</li> </ul>
<p><b>Alumni</b></p> <ul style="list-style-type: none"> <li>• Alumni surveys for:             <ul style="list-style-type: none"> <li>• PHPD</li> <li>• Dental</li> <li>• Cummings - Vet</li> <li>• Engineering</li> <li>• Medical</li> <li>• Friedman</li> </ul> </li> </ul>	<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• AS&amp;E Website Survey</li> <li>• GSBS Microbiology Department Climate Survey</li> <li>• Pre- and Post-surveys for faculty mentors &amp; PREP scholars</li> </ul>	<p><b>Focus Groups</b></p> <ul style="list-style-type: none"> <li>• TTS Website Design Focus Groups Consult</li> <li>• Tisch Library Focus Groups</li> <li>• Student Employment Focus Groups</li> <li>• Cummings Exit Focus Groups</li> </ul>

### Consulting & User Groups

<p><b>User Groups</b></p> <ul style="list-style-type: none"> <li>• Conveners of:             <ul style="list-style-type: none"> <li>• Tableau User Group</li> <li>• Tufts' Analyst Group</li> </ul> </li> </ul>	<p><b>Survey Consulting</b></p> <ul style="list-style-type: none"> <li>• Survey consultation with a variety of individuals on projects, including:             <ul style="list-style-type: none"> <li>• Student Survey on Campus Antisemitism</li> <li>• GSBS PhD Interview Survey</li> <li>• Microaggressions Student Survey</li> <li>• AS&amp;E Faculty Election</li> <li>• Fletcher DEI Assessment Tool</li> </ul> </li> </ul>
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## Our Work - Highlights

### Committee Work

#### Committee Membership

- Social, Behavioral and Educational Research (SBER) IRB
- Outcomes Assessment Committees for Cummings, Dental, Engineering, Liberal Arts
- ASE Enrollment Council (including Housing and Reporting subcommittees)
- Undergraduate Admissions and Financial Aid Committee (UAFAC)
- Alcohol and Other Drugs Steering Committee
- Mental Health Steering Committee
- Tisch College Social-Emotional Learning and Civic Engagement Steering Committee
- Sexual Misconduct Prevention Steering Committee
- Title IX Adjudication/Liaison
- NECHE Reaccreditation Steering Committee

### Additional Work

#### Working Groups

- NECHE Reaccreditation Standard Working Groups (Standards 1 - 9)
- Faculty Affairs Working Group
- Campus Climate Survey on Diversity, Equity, Inclusion and Belonging Working Groups
- AS&E Student Course Evaluations Working Group
- HHMI Driving Change Initiative Working Group
- TUSDM CODA Accreditation Subgroup

### Service to profession

#### Service

- NEAIR 2021 and AIR 2022 Conference proposal reviewers
- NEAIR Steering Committee
- NEAIR Membership Committee (chair-elect)
- NEAIR Grants Committee
- AIR Professional File peer reviewer



## Our Staff

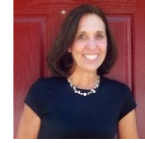
The Office of Institutional Research experienced several personnel changes during FY 2022. FY 2022 marked Christina Butler's first full year as Director. Throughout the year, several staff members were promoted or transitioned into new roles. As part of the office's leadership team, Lauren Conoscenti was promoted to Associate Director and Rebecca Hatch was promoted to Assistant Director. Kathleen McGreal and Lynne Freeman were also promoted and now serve as Senior Research Analyst and Senior Program Administrator, respectively. Additionally, Steve Babbín and Emily Look transitioned into data analyst positions after previously serving in research analyst roles.

In December, Inger Bergom vacated her position. We welcomed two new Research Analysts to fill our two open positions. Minnie Jung joined our team, coming to Tufts from the City of Philadelphia Office of Children and Families. In March, we welcomed Kimberly Livingstone who worked previously as a lecturer in Tufts' Psychology Department. At the start of FY 2022, OIR staff consisted of 8.0 FTE and was back to full staff (9.0 FTE) by the end of the fiscal year.



**Christina Butler**  
Director

**Lynne Freeman**  
Senior Program  
Administrator



**Lauren Conoscenti**  
Associate Director

**Rebecca Hatch**  
Assistant Director



**Steve Babbín**  
Senior Data Analyst

**Kathleen McGreal**  
Senior Research Analyst



**Emily Look**  
Data Analyst

**Minnie Jung**  
Research Analyst  
(began FY 22)



**Kimberly Livingstone**  
Research Analyst  
(began FY 22)

**Inger Bergom**  
Senior Data Analyst  
(left FY 22)

