

STUDENT SERVICES FEE

2019-20

DEPARTMENTAL REPORT TO THE COUNCIL ON STUDENT AFFAIRS AND FEES (COSAF)

Student Services Fee Recipient: **Finance Operations & Administration, Institutional Analysis**

Contact: Jason Steward

Total 2019-20 Estimated Allocation: \$604,066

Approximate Percent of the Total 2019-20 Campus Student Services Fee Revenue: 1.7%

Expense	2018-19 Actuals	2019-20 Estimated Allocation
Salaries/Benefits	\$518,237	\$533,784
Operational Costs	\$70,281	\$70,281
TOTAL	\$588,518	\$604,066

1. Please provide a *general* description of your department's function:

Institutional Analysis (IA) provides accurate and meaningful information about financial resources, enrollment, student academic outcomes, student demographics, academic and staff employees, faculty positions, and instructional workload in support of decisions about various matters of institutional policy. IA develops and maintains information systems that enable units to efficiently and effectively manage enrollment, the operating budget, instruction, and faculty resources.

2. Please list the departmental program(s) or service(s) *specifically funded by the Student Services Fee*:

Until 2010, the office of Student Affairs Research and Information (SARI) was part of Student Affairs. In 2011, SARI merged with Institutional Analysis (IA). As a result of the merger, the functions and funding of SARI moved into IA. The Student Services Fee in IA funds salary and benefits for employees to conduct research projects related to student success and student experience at UC Davis. These projects are completed on behalf of, and in consultation with, the Provost, the Council of Associate Deans, Undergraduate Education, and multiple departments within Student Affairs. IA is the office of record for graduation rates and time to degree statistics for all undergraduate students, and the office coordinates the University of California Undergraduate Experience Survey (UCUES), the College Exit Survey, and the alumni survey. These surveys provide critical information to departments about the student experience, and results are incorporated into academic Program Review each year.

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3. Please provide information regarding the benefit to UC Davis students from the departmental program(s) or service(s) specifically funded by the Student Services Fee.

Be as specific and concise as possible. Include the specific type (e.g., undergraduate, graduate, professional, transfer, etc.) and an estimated number of students served.

All UC Davis undergraduates benefit from the work done in Institutional Analysis. This work has a broad impact across campus and is integral to monitoring and improving the student experience and student outcomes. Reporting and research on graduation rates helps departments understand the pace at which students are progressing through their own department relative to the campus average and may spur improvements when gaps are noted between program and university level performance. The unit also works to test hypotheses from the campus community regarding time to degree with the aim of influencing policy in a data-driven way (i.e. does switching majors slow students down, does starting with only 12 units slow students down, does being a double major slow students down, do workload courses slow students down). In addition to the research on academic outcomes, the unit spends significant efforts on designing, deploying, and analyzing the UC Undergraduate Experience Survey (in consultation with the Office of the President) which is critical for the annual program review process as well as giving campus partners data on a wide range of issues related to the student experience. The creation of The Pantry (the organization that provides nutritious food and basic necessities to students struggling to make ends meet) is an example of how analysis of these student experience data has led to the creation and improvement of services that directly benefit students.