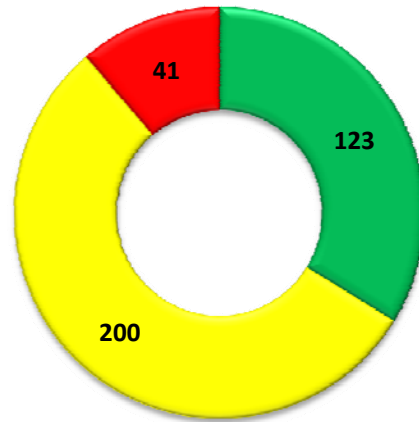


University of South Florida

2008-2009 Audit Report for Administrative and Educational Support Units

August 2009



2008-2009 Administrative Assessment Plans and Processes - Status Report

University of South Florida

Date: August, 2009

Prepared By: Felix Wao

In light of the 5th Year SACS Interim Report, the Office of Institutional Effectiveness and Assessment recommends clearly defined mission statements, goals, outcomes or objectives, means of assessment and performance targets for all administrative and educational support units in accordance with USF strategic priorities. This overview of assessment plans for administrative and Educational support units is based on best practices in assessment and SACS expectations.

1. **MISSION - Development: Administrative Staff have developed a concise mission statement.**
2. **GOALS - Continuous Improvement: Evidence that goals are informing continuous unit improvement.**
3. **OBJECTIVES - Development: Administrative Staff have identified clear outcomes or objectives based on the goals.**
4. **ASSESSMENT METHODS AND PERFORMANCE TARGETS - Development: Administrative Staff have identified methods and targets to evaluate objectives which lead to valid conclusions.**
5. **RESULTS AND FINDINGS - Continuous Improvement: Evidence that methods and findings are clearly documented being used to improve goals, objectives, and processes.**
6. **ACTION PLAN: Continuous Improvement - Evidence that assessment results and findings are used to improve goals, objectives and processes.**
7. **ANNUAL REPORTING: The unit/office is providing consistent annual reports based on the Annual Reporting Guidelines.**

ADMINISTRATIVE UNIT	1. MISSION	2. GOALS	3. OUTCOMES/ OBJECTIVES	4. METHODS AND PERFORMANCE TARGETS	5. RESULTS	6. ACTION PLAN	7. ANNUAL REPORTING	COMMENTS
	Development	Continuous Improvement	Development	Continuous Improvement	Development	Continuous Improvement		
President's Office								
President's Office	AC	DIP	AC	U, NSO				
Government Relations	ME	DIP	ME	ME				
General Counsel	AC	DIP	AC	U, NSO				
University Audit & Compliance	AC	DIP	U, NSO	U				
Intercollegiate Athletics	ME	DIP	ME	ME				
Diversity & Equal Opportunity	AC	DIP	AC	U				
Provost and Senior Vice President for Academic Affairs								
Provost's Office	ME	DIP	ME	ME				
Decision Support	ME	DIP	ME	ME				
Academic Budgets	ME	DIP	ME	ME				
Institutional Effectiveness & Assessment	AC	DIP	NSO, U	U				
Central Space Office	AC	DIP	NSO, U	U				
Planning and Analysis	ME	DIP	ME	ME				
Support Systems	AC	DIP	AC	AC				
International Affairs	AC	DIP	AC	AC				
Patel Center	AC	DIP	AC	AC				

AC = Acceptable; BP = Best Practice, worthy of emulation; IDF = Incomplete Data Feedback Loop; ISE = Incomplete Source of Evidence; ME = Missing Element; MOD = Measure(s) Disconnected From Outcomes/Objectives; NM = Non-Metric Measures; NSO = Outcomes/Objectives Require Specificity; U = Needs Updating

= Development In Progress
 = Compliance
 = Needs Work
 = Non-Compliance

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ADMINISTRATIVE UNIT	1. MISSION	2. GOALS	3. OUTCOMES/ OBJECTIVES	4. METHODS AND PERFORMANCE TARGETS	5. RESULTS	6. ACTION PLAN	7. ANNUAL REPORTING	COMMENTS
	Development	Continuous Improvement	Development	Continuous Improvement	Development	Continuous Improvement		
Provost and Senior Vice President for Academic Affairs (cont.)								
Enrollment Planning and Management	ME	DIP	ME	ME				
Financial Aid	ME	DIP	ME	ME				
Registrar's Office	ME	DIP	ME	ME				
Undergraduate Admissions	ME	DIP	ME	ME				
E-Campus	AC	DIP	AC	AC				
Business and Finance								
Auxiliary Services	AC	DIP	U, NSO	U				
Budget and Policy Analysis	AC	DIP	AC	AC				
Controller (Student Financial Services)	AC	DIP	AC	AC				
Enterprise Business Systems	AC	DIP	AC	AC				
Environmental Health and Safety	AC	DIP	AC	AC				
Facilities Planning & Construction	AC	DIP	AC	AC				
Human Resources	AC	DIP	NSO, U	U				
Parking and Transportation	AC	DIP	AC	AC				
Physical Plant	AC	DIP	NSO, U	U				
Public Safety	ME	DIP	NSO, U	AC				
Purchasing and Property	AC	DIP	NSO, U	U				
USF Treasury/Finance	AC	DIP	AC	AC				
College, Centers and Institutes								
Arts & Sciences	ME	DIP	U, NSO	U	IDF	AC		
Behavioral and Community Sciences	AC	DIP	U, NSO	U				
Business	AC	DIP	AC	AC				
Education	AC	DIP	AC	AC				
Engineering	ME	DIP	ME	ME				
Center for Urban Transportation	AC	DIP	AC	U				
Graduate School	AC	DIP	AC	U				
Honors College	AC	DIP	U, NSO	U				
Marine Sciences	ME	DIP	ME	ME				
Medicine	ME	DIP	ME	ME				
Public Health	AC	DIP	AC	AC				
The Arts	AC	DIP	AC	U				

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	Development	Continuous Improvement	Development	Continuous Improvement	Development	Continuous Improvement		
Information Technology								
Informational Technology (Central)	AC	DIP	NSO, U	U				
Infrastructure_AVP	AC	DIP	NSO, U	U				
Application Services	AC	DIP	AC	AC				
Information Security	AC	DIP	NSO, U	U				
Education Technologies	AC	DIP	NSO, U	U				
Research Computing	AC	DIP	NSO, U	U				
Support Services	AC	DIP	NSO, U	U				
Classroom Technology Services	AC	DIP	NSO, U	U				
Infrastructure_Communication	AC	DIP	NSO, U	U				
Infrastructure_Data Center (Infrastructure)	AC	DIP	NSO, U	U				
Infrastructure_Data Center (Services)	AC	DIP	NSO, U	U				
Advancement	AC	DIP	NSO, U	U				
Web and e-Campus	AC	DIP	AC	AC				
Student Affairs Computing	AC	DIP	NSO, U	U				
Infrastructure_Program Management Office	AC	DIP	NSO, U	U				
Infrastructure_HR Budget	AC	DIP	NSO, U	U				
Research								
Comparative Medicine	AC	DIP	NSO, U	U				
FL Institute of Phosphate Research	AC	DIP	NSO, U	U				
Patents and Licensing	AC	DIP	NSO, U	U				
Research Integrity and Compliance	AC	DIP	NSO, U	U				
Sponsored Research	AC	DIP	NSO, U	U				
Technology Development	AC	DIP	NSO, U	U				
Student Affairs								
Advocacy	AC	DIP	NSO, U	AC				
Campus Recreation	AC	DIP	NSO, U	U				

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	Development	Continuous Improvement	Development	Continuous Improvement	Development	Continuous Improvement		
Student Affairs (cont.)								
Counseling Center	AC	DIP	NSO, U	U				
Center for Leadership & Civic Engagement	AC	DIP	NSO, U	U				
Center for Student Involvement	AC	DIP	NSO, U	U				
Dean of Students	AC	DIP	NSO, U	U				
Development Office	AC	DIP	NSO, U	U				
Fiscal and Business Functions	AC	DIP	NSO, U	U				
Fraternity and Sorority Life	AC	DIP	NSO, U	U				
Housing	AC	DIP	NSO, U	U				
Marshall Center	AC	DIP	NSO, U	AC				
Multicultural Affairs	AC	DIP	NSO, U	U				
New Student Connections & Mentoring Programs	AC	DIP	NSO, U	U				
Ombudsman	AC	DIP	NSO, U	U				
Planning, Evaluation and Assessment	AC	DIP	NSO, U	U				
Student Rights and Responsibilities	AC	DIP	NSO, U	U				
Student with Disabilities Services	AC	DIP	NSO, U	U				
Student Health Services	AC	DIP	AC	AC				
Special Assistant to the Vice President	AC	DIP	NSO, U	U				
Student Government	AC	DIP	NSO, U	U				
Student Publications	AC	DIP	AC	U				
University Communications and Marketing								
Univ. Communications & Marketing	AC	DIP	AC	AC				
University Advancement								
University Advancement	AC	DIP	AC	AC				
USF Health								
USF HealthUSF Health	AC	DIP	NSO, U	U				
University Libraries								
University Libraries	AC	DIP	NSO, U	U				

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