



Office of Institutional Research & Effectiveness

Annual Report for Fiscal 2021

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Office of Institutional Research and Effectiveness

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Overview / Role

The Office of Institutional Research and Effectiveness (OIRE) works under the auspices of the Office of the President. The role of OIRE is to support the mission of Montgomery College (College) through the collection, analysis, interpretation, and dissemination of accurate and relevant institutional data to both internal and external constituents to aid data-driven decisions. OIRE is the official reporting unit for Montgomery College.

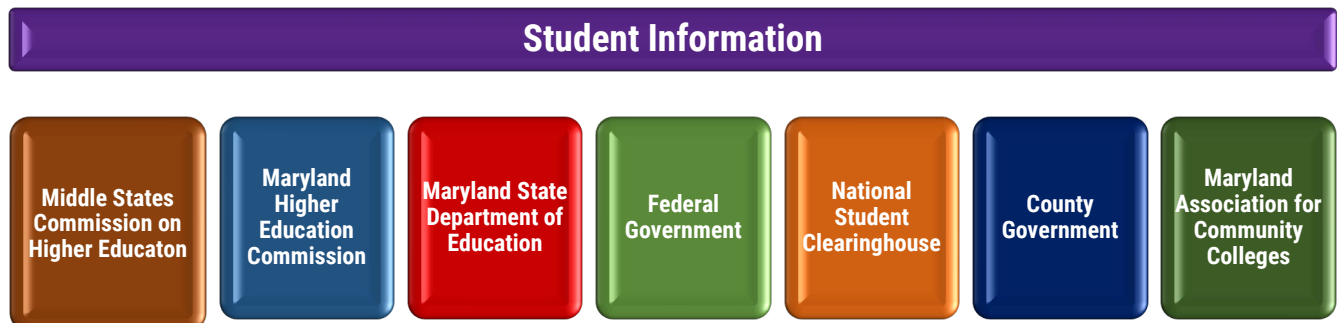
Goals

The core goals of OIRE are to provide accurate data in a timely manner to internal and external constituents; support the Montgomery College Strategic plan; generate reports and analysis for senior leaders' use in decision making; provide data in support of grant initiatives; work collaboratively with and across college units on data needs; provide data for external financial audit; assist with accreditation activities; support the work of the data asset management team; work in collaboration with information technology on data matters to ensure data and data tables necessary for OIRE's reporting responsibilities are accurate and updated; respond to ad hoc requests for data and information; assist in the design and support of internal surveys; produce enrollment projections; manage and coordinate all activities of the Institutional Review Board; and host and coordinate the annual data summit.

External Reporting Responsibilities

OIRE manages, coordinates, and/or provides a wide variety of data required by the federal government, Maryland state government, and the Montgomery County government (Figure 1). The entities to which OIRE provides required data include the National Center for Educational Statistics, the Maryland Higher Education Commission (Commission), the Maryland State Department of Education (MSDE), the Middle States Commission of Higher Education, the Maryland Association for Community Colleges, the National Student Clearinghouse, and the County Council of Montgomery County Maryland.

Figure 1: External Constituents



These reporting requirements are often detailed and driven by specific dates, time periods, and file layouts or specifications. In addition, OIRE provides data for the state-sponsored economic impact study, which addresses the economic values of an education at Montgomery College. <https://mdacc.org/impact-maryland/>

Internal Reporting Activities

OIRE provides data to internal constituents to support a variety of data needs (Figure 2). In general, OIRE produces annual reports, provides data to support accreditation, supports the data asset management team’s agenda, and assists with survey and focus group question design. Internal data needs involve the extraction and production of a wide range of data to inform the College on student demographics and performance metrics, as well as specific departmental and faculty data needs that help make informed decisions in support of institutional effectiveness. OIRE produces the Academic Tool Kit, a fall semester student enrollment profile, data for the Student Success Score Card and MC by the Numbers, the Performance Accountability Report, and makes available a wide variety of data and reports on the OIRE [website](#). The compilation of data can range from simplistic enrollment data extracts to analyses and projections that are more complex.

Figure 2: Internal Constituents



FY 2021 Overview of Reporting Accomplishments

Fiscal 2021 was a unique year. In spring 2020, the advent of COVID-19 compelled the College to work and teach classes remotely. Like other units at the College, OIRE quickly adapted to a new normal. In spite of the unexpected change, OIRE worked industriously and efficiently to ensure that tasks and reporting responsibilities were completed with timely accuracy. During fiscal 2021, OIRE completed 65 ad hoc requests with a wide range of complexity (e.g., creation of an interactive workbook for a discipline to examine student success rates by various dimensions; provided data that compared the success rates of students in Z-courses that use OERs with their non-Z-course counterparts; converted health science program graduate surveys from one survey platform to another; provided certain program data to secure articulation agreement with 4-year institutions; supplied data to several accreditation surveys). However, the number of ad hoc requests for data and information is understated and includes only those that came through the data request-form route and does not capture the true volume of work that OIRE produced. Countless other ad hoc requests come via telephone calls and emails (e.g., direct data request from senior leaders).

In fiscal 2021, OIRE also produced the data and 8-page narrative for the 2021 Performance Accountability Report; submitted more than 30 detailed level reports required by the Commission, MSDE, and the IPEDS surveys annual data collections. The 2021 Academic Tool Kit, the 2021 Student Success Score Card, the fall 2020 profile, several state-aid reports, and the fall 2020 enrollment report were also produced. Data was also provided in support of several grants (e.g., NSF IUSE Quantitative Biology Collaboration w/ UMBC), and in support of grant applications. OIRE assisted with survey and focus groups design and questions for internal constituents, was involved with the administration of national external surveys (e.g., Community College Survey of Student Engagement), and completed several external surveys (e.g., International Student Survey). OIRE staff sit on various collegewide committees, support and work collaboratively with various units within the College, and sit and provide input on several external committees. In addition, and as part of OIRE's responsibility in overseeing the Institutional Review Board (IRB), 29 new IRB applications were reviewed.

The aforementioned project descriptions are not an exhaustive list of projects and reporting in which OIRE was involved or completed in fiscal 2021. These descriptions are intended to provide a general overview of the broad range of projects and responsibilities completed by OIRE, none of which can be done without the commitment and work of OIRE staff.

OIRE is staffed with highly skilled and knowledgeable professionals: Director, Dr. Arlene Blaylock, four senior research analysts (Dr. Brian Ault, Dr. Bo Chan, Ross Conover, Dr. Pallabi Roy), two research analysts (Clary Brown, Scott Poese), and supported by an amazing administrative aide (Daphne Alfelor).