

Cover Memo

Please provide a description and highlights from all previous annual reports since your last periodic review.

Since its inception in 1985, IAR has always taken its mission of “community outreach through applied research” very seriously. IAR has conducted both paying and pro-bono projects since 1985, all of which demonstrate a commitment to that mission. But its educational mission is equally important. Most of our projects provide the opportunity for at least a few students to learn about the research process. Further, I talk about IAR’s research projects in class as examples of sampling methodology, descriptive statistics, and inferential statistics – all of which provide vital “real world” applications to the theory being presented.

Indeed, the Institute is a win-win for the campus and broader community at the local, state, and national levels, and I am grateful for the continued opportunity to continue to serve as Director.

This cover memo highlights our projects between 2016 and 2021, with the 2021-2022 activities following in the “main” report.

Barb Sirotnik

“Paying” Projects:

- Since 1993, IAR has produced the Inland Empire Report on Business, a monthly economic forecast report which has been released to the press the first business day of each month. The report is based on surveys of manufacturing firms in the Inland Empire, and mirrors the methodology used by the Institute of Supply Management for its nation-wide report (<https://www.ismworld.org/supply-management-news-and-reports/reports/ism-report-on-business/>).
- Between 1996 and 2019, IAR conducted the Inland Empire Annual Survey, a quality-of-life survey providing policy-based research that relates to issues of the cultural, financial, physical, environmental, intellectual, emotional, and social conditions of life for Inland Empire residents. The survey had been sponsored by partners such as California State University, San Bernardino; Mojave Water Agency; The City of Rancho Cucamonga; Omnitrans; City of San Bernardino; and San Bernardino County Superintendent of Schools. The survey was discontinued in 2020 when the pandemic hit.
- Every 3 years since 2009, IAR has conducted Pomona Valley Hospital Medical Center’s triennial community health needs assessment (CHNA). The needs assessment to provide data required for the hospital to maintain its tax-exempt status.
- Every three years since 2013 IAR has conducted the City of Riverside Quality of Life Survey to measure the City’s progress in improving the quality of life for residents and non-resident workers

Ancillary Unit Periodic Review
Reporting Period: 2021 - 2022

Deadline for submission to Reporting Administrator: October 30

**This report is required by FAM 105.4 – POLICY GUIDELINES FOR THE FORMATION
AND REVIEW OF CSUSB ANCILLARY UNITS**

Basic Information

Ancillary Unit's name	Institute of Applied Research and Policy Analysis
Director(s)	Barbara Sirotnik
Administrator to whom the unit reports ("Reporting Administrator")	JHBC Dean, Dr. J. Tomás Gómez-Arias
Purpose and goals of the Ancillary Unit (from the original proposal or updated operating documents)	As stated in our original proposal submitted to the faculty senate in 1985, the objective of the Institute of Applied Research and Policy Analysis is to be the "premier university-based applied research institute in the region." Over the past 37 years we have succeeded in large measure in meeting our initial expectations.

Advisory Board

Please list your current Advisory Board, their positions outside the Advisory Board, and their roles on the Advisory Board (if applicable)	Since the inception of the Institute in 1985 we have chosen not to have an Advisory Board. This has never been raised as an "issue" in past reviews.
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Ancillary Unit Activity

Please summarize the top three (3) accomplishments of your Ancillary Unit (AU) during this reporting period. This should highlight the substantive activities that support and advance the purpose/goals of the AU, and the relationship between the activities and the purpose/goals.

Please highlight the most significant activities of the AU that engage the community or other entities on campus, if any.

Substantive Activities undertaken by the AU during reporting period

Activity (please describe)	Funds spent	Goal advanced (and extent)
<p>PLEASE SEE FULL LISTING OF ACTIVITIES, SENT TO JORDAN FULLAM</p> <p>“2022 City of Riverside Community Quality-of-Life Survey.” In 2013, 2015, 2019, and again in 2022, IAR conducted wide-ranging</p>	<p>\$48,631</p>	<p>Community outreach and partnerships through applied research.</p>
<p>“Voice of the Entrepreneur.” This study, spearheaded by Dr. Michael Stull, was conducted to capture the “story” of inland Southern California entrepreneurs in order to provide insight to local policy makers on how they can best understand and support entrepreneurs in</p>	<p>\$15,000</p>	<p>Outreach and partnerships at CSUSB.</p>
<p>“Pomona Valley Hospital Medical Center (PVHMC).” In order to maintain tax exempt status under section 501(c)(3) of the Internal Revenue Service Code, non-profit hospital organizations must conduct a community health needs assessment (CHNA) at least once every three years. As part of this</p>	<p>\$25,306</p>	<p>Community outreach and partnerships through applied research</p>

Describe planned activities for the current academic year and how each of them will advance the purpose/goals of the AU.

Planned Activity	Connection to Purpose
<p>PLEASE SEE ATTACHMENT (SENT TO JORDAN FULLAM) FOR FURTHER ACTIVITIES.</p> <p>Monthly survey of Inland Empire Purchasing Managers, resulting in a monthly economic forecast released to the press. IAR has conducted this study</p>	<p>Community outreach and partnerships through applied research</p>
<p>Bi-annual JHBC graduate surveys, the results of which are submitted to national ranking organizations. The surveys also elicit graduates' views about CSUSB, JHBC, and their work-readiness as they enter the working world. IAR has conducted these surveys since Fall 2017</p>	<p>Community outreach and partnerships through applied research</p>
<p>Continue the ASPIRE NIH program evaluation (year 3 of the project).</p>	<p>Community outreach and partnerships through applied research</p>
<p>Succession planning: Continue to reach out to my colleagues to find an additional person who may be interested in beginning to work with the Institute.</p>	<p>Continuation of the Institute!</p>

Complete the Annual Use of Funds form

	Year 1		Year 2		Year 3	
	Internal	External	Internal	External	Internal	External
Salaries	\$	\$ 74100	\$	\$ 75000	\$	\$
Assigned Time	\$ 7500	\$ 7500	\$ 7500	\$ 7500	\$	\$
Travel	\$	\$	\$	\$	\$	\$
Supplies	\$	\$ 571	\$	\$ 1000	\$	\$
Contractual	\$	\$ 33689	\$	\$	\$	\$
Other*	\$	\$ 18597	\$	\$ 25000	\$	\$
TOTAL	\$ 7500	\$ 134457	\$	\$ 108500	\$	\$

***Other can include items such as: External Contracts, Grants, Sponsorships, Marketing and Outreach, Communications, Data Processing, Facilitates Operation, Printing, Postage**

Certification

Barbara Sirotnik

Director Name

Co-Director Name


Co-Director Name

Barbara Sirotnik

Director Signature

Co-Director Signature

Co-Director Signature

Unit Reporting Person recommendation	
Name and title: Tomas Gomez-Arias, Dean, JHBC	
Recommendation:	Active
<p>Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary.</p> <p>The IARPA continues supporting both internal and external communities through applied research. This is a time of leadership transition for IARPA and, as Professor Sirotnik well put it, long term sustainability will largely depend on a new director taking the reins of the institute.</p>	
 <hr style="width: 25%; margin-left: 0;"/>	<p style="text-align: center;">Nov 16, 2022</p> <hr style="width: 25%; margin-left: auto; margin-right: 0;"/>
Unit Reporting Person Signature	Date