The Office of Integrated Planning and Assessment (OIPA) is a new unit established at the Medical University of South Carolina designed to draw together such activities as strategic planning, budgeting, institutional research, faculty resources, and facilities space planning and management. This Office is intended to enhance collaboration and information across multiple levels of decision-making within the organization, including the six health related colleges and appropriate support functions.

This Office serves as the focal point for long range and strategic planning for the academic health center. It will be responsible for revising and assessing the goals of the University’s strategic plan, and will integrate accomplishments into the planning and budgeting process. Planning requires objective, accurate and timely data and information. This Office will be charged with maintaining and storing University-level information needed to fulfill planning needs, and to respond to internal requests that support management decision making and external requests relevant to governmental and commercial needs.

Reporting directly to the Office of the Vice President for Academic Affairs and Provost, this Unit’s responsibilities extend across many of the organizational units typical to higher education. Some of the central university duties of the Office of Integrated Planning and Assessment (OIPA) are to:

- Conduct institution-wide “needs assessments” concerning decisions on major institutional commitments.
- Oversee the completion of mandatory state, federal and accreditation reporting of postsecondary education information requests.
- Be responsible for the digital repository for all faculty appointments and promotions.
- Establish and maintain data and information related to facilities space planning and management, including building schematic floor plans and campus map.
- Serve as liaison to MUSC’s regional accreditation body.
- Complete government and commercial surveys relevant to MUSC’s mission.
- Establish and maintain a common data set reflecting the dimensions of the MUSC Enterprise.
- Maintain a facilities database suitable to management of the entire MUSC enterprise, including leased space.
- Be responsible for enforcing policies and guidelines related to the campus signage system.
- Establish and manage leasing agreements for the University and University Hospital.

Personnel in this Office must be creative, and capable of building on the tensions inherent in conflicting ideas. The staff must have the interpersonal skills to collaborate with the leadership from across the University, and must have the ability to communicate information succinctly and objectively. When appropriate, consensus building may be required.