

**Institutional Research Agenda
2013-14**

Carolyn Arnold, *Coordinator, Institutional Research*

Accomplished in 2012-13; Needed in 2013-14

STRATEGIC PLANNING

Continue to measure progress on Strategic Plan Goal
Provide Program Review data and analysis
Provide analysis of college-wide learning outcomes from student surveys

BASIC SKILLS/TITLE III PROJECTS

Monitor Title III Grant Outcomes – Final year monitoring
Update Basic Skills research
Update Student Equity research
Monitor FIGs and sections with learning assistants

MANDATED REPORTING REQUIREMENTS

Analyze and present State accountability system data (ARCC) and Success Scorecard
Update Federal Gainful Employment Act data
Update Integrated Postsecondary Education System (IPEDS)

GRANT DEVELOPMENT AND EVALUATION RESEARCH

Provide research for Title III/V Eligibility, new grants
Provide Grant Assessment and Evaluation research:
Hayward Promise Neighborhood: Provide data and tracking
BRIDGES – provide cohorts of potential students.
MESA – Identify and track cohorts of students in program
Nursing grants – track nursing cohorts

OTHER MAJOR RESEARCH PROJECTS

Provide latest research results in useable formats to college/decision-makers
Update Board info on success & outcomes for both colleges
Update latest Basic Skills Research – Assessment, Success, persistence
Upload all new research information onto IR website
Conduct ad-hoc research and programming requests
Monitor Distance Learning success and retention

COLLEGE/DISTRICT RESPONSIBILITIES/COMMITTEES of COORDINATOR

Planning, Review, and Budget Council (PRBC)
Chabot Enrollment Management Committee (CEMC)
Title III → Title V Hispanic Serving Institution (HSI) Leadership Teams
Basic Skills Committee
District Curriculum Committee (DCC)

OUTSIDE RESPONSIBILITIES of COORDINATOR

Board Member of Research and Planning Group (RP Group), Northern California representative

Additional Research Needed in 2013-14

ACCREDITATION SELF STUDY

Serve as Accreditation Steering Committee member/consultant
Conduct Fall 13 Student Survey
Conduct Spring 13 Staff Survey

BASIC SKILLS/TITLE III PROJECTS

Conduct survey of students participating in Great Debate

STRATEGIC PLANNING

Conduct External Environmental Scan (For PRBC and DEMC)
Support, identify and analyze development of student “houses”

LEARNING CONNECTION RESEARCH

Analyze course success for tutored students

ASSESSMENT PLACEMENT TEST VALIDATION

[Conduct re-validation of MATH, ENGLISH, and CHEMISTRY TESTS]

MANDATED REPORTING REQUIREMENTS

Provide CAL Grants SB 70 reporting

OTHER MAJOR RESEARCH PROJECTS

Provide latest research results in useable formats to college/decision-makers

[Publish Student Characteristics and Board Report on success & outcomes for both colleges]
Update staff frequently on new research available.

[Obtain and analyze Chabot student Transfer data routinely]

INSTITUTIONAL RESEARCH INFRASTRUCTURE

Maintain and Enhance Institutional Research Database

Purchase and train on new database software
[Work with ITS to add new data elements to the IR database]
[Develop programs to use new data]

Maintain and Develop IR/Grants Staff/Professional Development

Re-hire and train new Student Assistants and programmer
Hire full or half-time replacement of Research Analyst

Streamline IR Office/maintain IR business

COLLEGE/DISTRICT RESPONSIBILITIES/COMMITTEES of COORDINATOR

Accreditation Standard Chair and Research Consultant
District Enrollment Management Committee (DEMC)

OUTSIDE RESPONSIBILITIES of COORDINATOR

Co-chair, Research and Planning Group (RP Group) Awards Committee

NOTE: Brackets mean: [May not be able to accomplish during 2013-14, depending on staffing]