

**Institutional Research Agenda
Spring 2014**

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ACCREDITATION SELF STUDY

Conduct Spring 13 Staff Survey
Serve as Accreditation Steering Committee member/consultant
**Conduct External Environmental Scan (For PRBC and DEMC)

STRATEGIC PLANNING

Continue to measure progress on Strategic Plan Goal
Provide analysis of college-wide learning outcomes from student surveys
Support, development of FYE pathways

BASIC SKILLS/TITLE III PROJECTS

Monitor Title III Grant Outcomes – Final year monitoring
**Update Basic Skills research
**Update Student Equity research
Conduct survey of students participating in Great Debate

MANDATED REPORTING REQUIREMENTS

Analyze and present State accountability system data (Student Success Scorecard)
Update Federal Gainful Employment Act data
Update Integrated Postsecondary Education System (IPEDS)
Check CAL Grants SB 70 reporting

GRANT DEVELOPMENT AND EVALUATION RESEARCH

Provide research for new grants
Provide Grant Assessment and Evaluation research:
Hayward Promise Neighborhood: Provide data and tracking
MESA – Identify and track cohorts of students in program

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
[Publish Student Characteristics and Board Report on success & outcomes for both colleges]
Update staff frequently on new research available.
**Conduct ad-hoc research and programming requests
**Monitor Distance Learning success and retention
**Analyze course success for tutored students
Obtain and analyze Chabot student Transfer data routinely

ASSESSMENT PLACEMENT TEST VALIDATION

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

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 and train full replacement of Research Analyst

Streamline IR Office/maintain IR business

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