

CHABOT COLLEGE
Office of Institutional Research
Institutional Research Agenda
Fall 2010 ACCOMPLISHMENTS

BASIC SKILLS/TITLE III PROJECTS

1. Provide Basic Skills Committee Research/Co-chair

- a. **DONE** Plan & conduct semester meetings/agendas with Patricia Shannon
- b. **IN PROG** Update/summarize overall Basic Skills data, inc. ARCC data
- c. **IN PROG** Monitor Basic Skills FIGS – quantitative and qualitative
- d. **IN PROG** Identify new questions/data needed by committee

2. Monitor Title III basic skills outcomes

- a. **IN PROG** Monitor Learning Connection as part of T3/BSI: summary of success
- b. **DONE** ID all Fall 2010 FIGs/ Conduct & analyze student engagement survey
- c. **DONE** Produce college-wide Title III outcomes for 2009-10
- d. **DONE** Produce Title III objective outcomes for Spring 10 (success & engagement)
- e. **DONE** Identify Spr 10 T3/BSI FIGs and track persistence into Fall 2010
- f. **DONE** Provide data for CTE/Basic Skills FIG

GRANT DEVELOPMENT AND EVALUATION RESEARCH

3. Grant Development research

- a. **DONE** Monitor HSI status and related research
- b. **DONE** Provide data for various grant efforts: TRIO-ETS, CCAMPIS

4. Grant Assessment and Evaluation research

- a. **IN PROG** FIPSE: Book Rental Program & Transfer-Employment Center (TEC)
- b. **IN PROG** CCAMPIS
- c. **DONE** TRIO: SSS-Aspire, Talent Search, ESL
- d. **DONE** Song-Brown (Nursing)

ONLINE STUDENT SATISFACTION SURVEY

5. Develop and conduct survey based on campus Student Satisfaction Survey

- a. **DONE** Develop survey drafts and have COOL review them.
- b. **DONE** Enter final survey into survey monkey or Blackboard
- c. **DONE** Work with COOL to get survey conducted by all faculty
- d. **DONE** Compile, display, and analyze results

STUDENT LEARNING OUTCOMES

6. Implement assessment of College-wide learning goal: Communication

- a. **DONE** Provide introduction to Reading and Speaking FIGS at Convocation
- b. **DONE** Conduct MARSII reading strategies assessment campus wide
- c. **DONE** Disseminate MARSII results to campus
- d. **DONE** Conduct FIG to measure Speaking skills with Comm Studies rubric.
- e. **DONE** Conduct Speaking analysis meetings; summarize for web and flex days.

7. Support SLO development and assessment among faculty

- a. **DONE** Serve on SLOAC for SLO/elumen issues
- b. **DONE** Provide training, tech support for eLumen and other SLO issues

STRATEGIC PLANNING

- 8. Contribute Institutional Research expertise to Educational Master Plan**
 - a. **IN PROG** Update & provide latest environmental scan data as needed
- 9. Provide updates to environ scan data/narrative**
 - a. →**SPR 11** Update ongoing measurable objectives (esp Basic Skills, st equity)
 - b. →**SPR 11** Provide report on any changes as soon as noticed
- 10. Re-institute Institutional Research Advisory Committee**
 - a. →**SPR 11** Decided to recruit ad-hoc advisors in Spring 11

RESEARCH DISSEMINATION FOR DECISION-MAKING

- 11. Provide latest research results in useable formats to college/decision-makers**
 - a. Provide hard copies of yearly reports and/or post pages online
 - i. **DONE** Student Characteristics Fall 2009
 - ii. **DONE** Student Characteristics & Outcomes Report 09-10 – post pages
 - iii. **IN PROG** High School Data Fall 09 – post basics online; print details by rqst
 - b. Board Presentation in October or November
 - i. →**FALL 11** Schedule & prepare from existing data, i.e. Basic Skills
 - c. *Research Updates* prepare one for Fall
 - i. **Not Done** Email version of summary of last year's research?
 - d. **DONE** Upload all new report information onto IR website
 - e. IR Email Highlights / Data Dashboards in *Hotsheet*
 - i. **DONE** New info on transfer – first email highlight

OTHER MAJOR RESEARCH PROJECTS

- 12. Provide Program Review/Enrollment Management data and analysis needs**
 - a. **DONE** Update course sequence data and post to website
 - b. **DONE** Update new student benchmark data
- 13. Provide research and support to Nursing program**
 - a. **DONE** Survey new Nursing cohort early in Fall
 - b. **DONE** Provide outcomes of prerequisites, surveys, outcomes thru Spring 10
 - c. **DONE** Plan how to modify prerequisites for Fall 2011 and Fall 2012 classes.
- 14. Monitor state accountability system data (ARCC) 2010**
 - a. **DONE** Review and correct new data Oct – Dec for 2011 report
- 15. Conduct other ongoing and adhoc research and programming projects**
 - a. **IN PROG** Implement use of National Clearinghouse transfer data
 - b. **IN PROG** ID Cal-PASS status of local partners to allow the use of the data
 - c. **DONE** 50+Ad-hoc research requests from programs, disciplines, staff, ASCC
- 16. Distance Learning**
 - a. **DONE** ID Spr 10 DE courses and monitor success and retention rates
- 17. Institutional Research Database**
 - a. **IN PROG** Work with ITS to add/edit IR database elements [zips, orientation, vets, par ed]

- b. **IN PROG** Prepare for changes with the race-ethnicity data.

IR OFFICE STAFFING and ORGANIZATION

18. IR/Grants Staffing

- a. **DONE** Conduct hiring processes for Coordinator for Spring 11 Sabbatical
- b. **DONE** Provide direction/feedback for Programmer, Research Assistant

19. IR Office Move Planning

- a. **DONE** Keep informed about planning via Marcia
- b. **DONE** Attend meetings; provide input

20. IR/Grants Staff/Professional Development

- a. **DONE** Attend Student Success conference in So Cal in October
 - i. **DONE** Lead panel on IR/faculty collaboration
- b. **DONE** Attend RP regional events; Look for funds for RP conf in Spring

21. Streamline IR Office/maintain IR business

- a. **DONE** Continue to update and enhance IR website
- b. **IN PROG** Continue to update IR data/definitions binder
- c. **DONE** Reduce back files/reports in preparation for office move

COLLEGE RESPONSIBILITIES/COMMITTEES

COORDINATOR

Basic Skills Committee – CO-CHAIR

Planning Review and Budget Council (PRBC)

Title III Steering Committee

SLOAC

District Sabbatical Committee – CO-CHAIR

Hispanic Serving Institution (HSI) Designation Committee

College-wide Learning Goals –Communication: Reading and Speaking FIG Leader

RESEARCH ANALYST

Planning Review and Budget Council (PRBC)

Basic Skills Committee

Classified Senate Representative

Hispanic Serving Institution (HSI) Designation Committee

CTE/Basic Skills FIG Leader