

## **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