### Data and Analysis

### Department/Program Data

|  |  |  |  |
| --- | --- | --- | --- |
|  | Current Year 2013-14 | Previous Year 2012-13 | Two Years Prior 2011-12 |
| Number of Full-Time Classified | 1 | 1 | 1 |
| Number of Full-Time Faculty | 0 | 0 | 0 |
| Number of Full-Time Managers | 1 | 1 | 1 |
| Number of Part-Time Classified | 0 | 0 | 0 |
| Number of Part-Time Faculty | 0 | 0 | 0 |
| Number of Part-Time Managers | 0 | 0 | 0 |
| Students Served Annually | All Students | All Students | All Students |
| Total Non-Restricted Annual Budget | $1,500 | $1,500 | $1,500 |

### Program Data Analysis

Office of Institutional Research and Planning is a non-instructional, administrative office that serves the information and data needs of the college, its’ department and programs through the access and dissemination of accurate and timely data and information.   
  
The Office is an efficient operation with a total non-restricted annual budget of $1,500.

1. **Proposed Projects Requiring Additional Resources (not listed in Section B-Action Plans/Resource)**

|  |  |
| --- | --- |
| **Project Name and Description** | **Total Additional Dollars/Staff Needed** |
| Develop on-line version of Annual Planning forms used by departments for annual planning & program review | $1,500 for Acrobat 10 |
|  |  |
|  |  |
|  |  |

* 1. **Outcomes (from most recent Program Review or Annual Program/Department Reports)**

|  |  |  |
| --- | --- | --- |
| **Student Learning/Service Area Outcomes Statements** | **Strategies to Achieve or Improve SLOs/SAO Goals** | **Outcome Data or Other Assessment Results (i.e. Data from Student SLO Survey)** |
|  |  |  |
|  |  |  |
|  |  |  |

**Analysis of Progress on Outcomes**

|  |
| --- |
| Provide any detail that you feel will help the evaluator to understand your goals and the strategies to achieve those goals. |

* 1. **Progress on 5-year Goals from most recent Program Review.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Goal** | **Complete** | **Partially Complete** | **Not Started** | **Abandoned** | **Comments** |
| Support planning and decision making processes with timely and accurate data, information & evidence. | 2012-2013  On-going |  |  |  | Reports are created, updated, presented and made available through Program Review Committee, Department website, presentations to PIEAC, College Council, Academic Senate, Blue Ribbon Management Team and as needed i.e., All-College Workshops & meetings with VPs, Deans, Grant Team and Title III Oversight Committee. |
| Develop and implement a College Scorecard system for accountability reporting and annual assessment. |  | 2012-2013  80% |  |  | 3 year & 5 Year trend reports have been created to display trend information as the benchmark for College-level Scorecard Report.  College Scorecard is still being finalized through PIEAC. |
| Collaborate w/ District & DIS to improve data access & integrity via the development, implementation and use of data cubes via Argos. | 2012-2013  On-going |  |  |  | Enrollment Productivity, Program Review, Student Success & Retention by Program and 3 year Persistence Reports have been created via Argos Datacube. |
| Update, enhance and continue to develop Research, Planning and Institutional Effectiveness & Program Review Data website pages. |  | 2012-2013  90%  New website |  |  | The new CCC website requires the department to reassess every document and data report currently on-line.  Some reports will be updated and others replaced due to the Datacube and changes to Program Review Reporting. |
| Develop and implement phase one of a college Dashboard System in conjunction with DIS. |  |  | 2012-2013 |  | The District researchers have had technical discussions as to how to best accomplish this goal. The group, under the direction of VC Serban has developed a District-wide Institutional Effectiveness Report that will become the backbone of the on-line, real-time Dashboard System. |

**Analysis of** **Progress on 5-year Goals**

Recently significant progress has been made in many areas; however, more department level reports need to be created to support Program Review and Department Planning efforts.

Data cubes will be a significant factor in all student and course level reporting and planning. The development of a User Guide is currently under development and should be done by mid-November.

### Action Plan and Resource Request Based on Annual Data

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Action** | **Institutional planning goals\*** | **How action will improve student learning** | **Type of Resource** | **Resource needs, if any** | **Department priority\*\*** | **Approximate cost** | **Potential Funding Source** |
| Replace 2 Research desktop computers | Effects all goals |  | Equipment |  | 1 | $8,000 | Tech Funds |
|  |  |  | Facilities |  |  |  |  |
|  |  |  | Personnel |  | 4 |  |  |
| Renew SPSS & Survey Monkey | All goals rely on data access & manipulation |  | Software |  | 3 | $1,500 SPS  $3,000 SM | Department Budget & Title III |
| Printing reports & making handouts | All goals rely on access to information |  | Supplies |  |  |  |  |
|  |  |  | Technology |  |  |  |  |
| Argos Boot-Camp | All goals rely on data access |  | Training | Need intensified training in Argos to produce production reports | 2 | $5,000 | Professional Development |
|  |  |  | Other |  |  |  |  |

\*Reference specific sections of College Education Master Plan, Strategic Initiatives, 5-year Program Review Goals, Accreditation Recommendations, SLO/SAO evaluation and assessment, College Mission, or other relevant planning documents.

\*\*Prioritize the program’s resource needs with 1 being the most important and subsequent numbers being less urgent.