



ONGOING INSTITUTIONAL RESEARCH PROJECTS: 2017/2018

			July				August				September				October				November				December				January				February				March				April				May				June															
			week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4	week 1	week 2	week 3	week 4																
Enrollment Management																																																														
	Requestor	Rotation*																																																												
Daily FTES Reports by Region	Internal Request	D																																																												
Daily Headcount Reports by Region	Internal Request	D																																																												
Daily Fill Rate Reports by Region	Internal Request	S																																																												
End of Term FTES Reports by Region	Internal Request	S																																																												
End of Term Headcount Reports by Region	Internal Request	S																																																												
End of Term Fill Rate Reports by Region	Internal Request	S																																																												
End of Term Productivity Reports by Region	Internal Request	S																																																												
FTES planning and forecasting by Region	Internal Request	S																																																												
Drop Survey/Contact Report	Internal Request	A																																																												
Student Characteristics Reports by Region	Internal Request	D																																																												
Accreditation/Student Learning Outcomes																																																														
	Requestor																																																													
eLumen database maintenance	Internal Request	C,S																																																												
SLO/PLO/ILO Assessment and Reporting	Internal Request	A																																																												
ACCJC Annual Survey	External Request -ACCJC	A																																																												
Master Timeline of Assessment Update	Internal Request	A																																																												
Self-Study Contributor	Internal Request	A																																																												
Program Review/Planning																																																														
	Requestor																																																													
Sections offered	Internal Request	A																																																												
Enrollments	Internal Request	A																																																												
Fill Rates	Internal Request	A																																																												
FTES	Internal Request	A																																																												
TSCH/FTEF	Internal Request	A																																																												
Success	Internal Request	A																																																												
Retention	Internal Request	A																																																												
Degrees/Certificates	Internal Request	A																																																												
Health Center risk factors	Internal Request	A																																																												
Counseling Orientation evaluation	Internal Request	S																																																												
Committee Evaluations - various	Internal Request	S																																																												
RN Course Evaluations	External Request -BRN/CO	S																																																												
LVN Course Evaluations	External Request -BVNPT/CO	S																																																												
Psychiatric Tech Evaluations	External Request -BVNPT/CO	S																																																												
EMS Course Evaluations	External Request -EMSA/CO	S																																																												
Student Evaluation of Faculty																																																														
	Requestor																																																													
Faculty Evaluation Template updates	Internal Request	S																																																												
Blue data blocks/database maintenance	Internal Request	C,S																																																												
Instructor Evaluations	Internal Request	S																																																												
Distance Education Instructor Evaluations	Internal Request	S																																																												
Counselor Evaluations	Internal Request	S																																																												
Librarian Evaluations	Internal Request	S																																																												
DSPS Evaluations	Internal Request	S																																																												
Coordinator Evaluations	Internal Request	S																																																												
Faculty Evaluation response and report propagation	Internal Request	S																																																												
Maintenance of Online Faculty Evaluations	Internal Request	S																																																												
Environmental Scanning																																																														
	Requestor																																																													
Rural Opportunities Study Grant Coordination	Internal Request/CCCCO Grant	T																																																												
Synthesis of demographic data (Census,etc.)	Internal Request	A																																																												
Internal Research Processes																																																														
	Requestor																																																													
Maintenance of MIS Research Database	Internal Request	S																																																												
Validation/calibration of MIS data	External Request -CCCCO	S																																																												
CalPass Coordinator	Internal Request/CalPass	S																																																												
Institutional Research Website	Internal Request	S																																																												
Clerical work	Internal Request	D																																																												
Institutional Research Committee Chair	Internal Request	C,S																																																												
IPEDS Coordinator	External Request -IPEDS	S																																																												
Banner Functional Lead for Research	Internal Request	S																																																												
Institutional Effectiveness																																																														
	Requestor																																																													
ARCC Accountability/SCORECARD Reporting	External Request -CCCCO	A																																																												
Student Right To Know (SRTK)	External Request -CCCCO	A																																																												
CTEA Core Indicators Reports	External Request -CCCCO	A																																																												
Transfer Rates	Internal Request	A																																																												
Inter-term persistence	Internal Request	A																																																												



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Rotation:
A = Annual
B = Biennial
C = Census
D = Daily
S = Semester
T = Triennial