

# Institutional Research and Planning Calendar

2010-2011

## Fall 2010

Month	Time	Activity	Responsible
August	Mid	Mortuary Science graduates survey	Phil Dykstra
		Fall Daily Tracking Enrollment	Phil Dykstra
September	Early	Census extracts and newsletter	Michelle Oja
		Support grant submissions	Research Analysts
		Unduplicated students for Keith Cobb	Michelle Oja
		Begin Student Support Services Program Review process.	All
		Begin getting cohort data for Special Programs Review.	Santanu Bandyopadhyay
	IER	All	
	Mid	STEM grant evaluation	Michelle Oja
October	Early	Finalize IER	All
		Finalize high school report	Michelle Oja
		Update SRTK	Phil Dykstra
		Provide SSS PR data to programs	Phil Dykstra
		Analyze Special Programs cohort	Research Analysts
		Data for Title V submission/report	Phil Dykstra
	Mid	Title IX Equity in Athletics information for Diane Henry	Phil Dykstra
		Determine proportion of students by ethnic, gender, age, and disability groups <i>placed</i> in <i>pre-collegiate, degree-applicable, and transfer-level</i> courses. (Matriculation Research)	Michelle Oja
		Review ARCC data	

## IR&P Calendar

Month	Time	Activity	Responsible
November	Early	Final meetings with SSS QR	All
	Mid	Meet with Special Programs.	All
December	Early	Draft ARCC self-assessment	Santanu Bandyopadhyay
		Title V Eligibility Recertification	Phil Dykstra

**Spring 2011**

Month	Time	Activity	Responsible
January	Mid	Unmet demand from fall	Phil Dykstra
		CTEP local (“predictive”) validation study. (Matriculation Research)	Michelle Oja
		Success and retention from fall	Phil Dykstra
		Spring daily Tracking Enrollment	Phil Dykstra
February	Early	Census extracts and newsletter	Michelle Oja
		Evaluate grants outcomes.	Research Analysts
		Certification of Valid Perkins Students	Phil Dykstra
	Mid	Finalize ARCC self-assessment	Santanu Bandyopadhyay
		Online enrollment success from fall	Phil Dykstra
March	Early		
	Mid		
April	Early		
	Mid	VTEA Final report	
May	Early		
	Mid	Unmet demand from spring	Phil Dykstra
		Success and retention from spring	Phil Dykstra

Summer 2011

Activity	Responsible
Update website	Michelle Oja
Update data warehouse	Research Analysts
Online enrollment success from spring	Phil Dykstra
Evaluate goals from plans.	Santanu Bandyopadhyay
Evaluate grants outcomes.	Research Analysts
Create 2-year calendar	All
Examine proportion of students <i>enrolled in transfer-level English and Math, pre-collegiate, and degree-applicable</i> courses by ethnicity, age, gender, and disability. (Matriculation Research)	Michelle Oja