

# Institutional Assessment Audit: Inventory of Planning and Institutional Research Reports

January 2006  
Community College of Allegheny County

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## Institutional Assessment Audit Inventory of PIR Reports January 2006

Summary: This report contains detailed descriptions of Planning and Institutional Research reports and analyses and indicates their potential use to the six strategic areas of the college for planning and assessment purposes.

### Sources for Assessment Measures

	Title	Detailed Description	Frequency	Strategic Areas					
				Academic Affairs	Student Services	Community Outreach	Workforce	Lifelong Learning	Admin & Finance
1	Institutional effectiveness indicators	Measures of institutional effectiveness divided into 6 categories. Many contain benchmark comparisons and a 5-year trend.	most recent version June 05	X	X	X	X	X	X
2	Enrollment comparison report	Market share compared to other local 2-year institutions	Most recent version Dec 05	X	X				
3	Grad comparison report	employment of CCAC graduates by CIP code compared to other institutions	most recent version Spring 05	X			X		
4	Standard annual transfer report	Analysis of where CCAC students transfer to via info from NSC	Annual - November	X	X				

	Title	Detailed Description	Frequency	Academic Affairs	Student Services	Community Outreach	Workforce	Lifelong Learning	Admin & Finance
5	National community college benchmark study	National database containing performance data on instructional outcomes, continuing education, workforce development, and other core activities for peer comparison purposes	Annual - September	X	X		X	X	
6	The Kansas study	National database containing information about academic and fiscal resource utilization for peer comparison purposes	Annual - Fall	X					X
7	Graduate Survey Report	Analysis of 6 month post-grad survey responses and NSC information regarding transfer, employment, and satisfaction with CCAC programs	Annual - winter	X	X		X		
8	Exit Survey Report	Analysis of pre-grad survey responses and NSC information regarding transfer, employment, and satisfaction with CCAC programs	Annual - Spring	X	X		X		
9	Internet Course Student Survey Report	Student satisfaction survey response analysis regarding instructor, site, course structure and content	Semiannual - Spring & Fall	X	X				
10	VCR Course Student Survey Report	Student satisfaction survey response analysis regarding instructor, materials, course structure and content	Semiannual - Spring & Fall	X	X				

	Title	Detailed Description	Frequency	Academic Affairs	Student Services	Community Outreach	Workforce	Lifelong Learning	Admin & Finance
11	ACT Student Opinion Survey Report	Student satisfaction survey response analysis regarding services, programming and college in general - external design	Biennial - Spring even years	X	X				X
12	Employee/ Climate Survey Report	Employee survey response analysis regarding workplace atmosphere	Biennial - Fall odd years	X	X	X			X
13	Student Satisfaction Survey Report	Student satisfaction survey response analysis regarding services, programming and college in general - internal design	Biennial - Spring odd years	X	X				X
14	IPEDS Completions	Number of graduates per academic year by CIP code, award level, race and gender	Annual - October	X					
15	IPEDS Graduation Rate	Number of students per SRTK who complete a program within 150% of the length of the program by race and gender. Includes information on athletes	Annual - April	X	X				
16	DVS/ Remedial Analysis for letters to Superintendents	Number of students by HS grad class per academic year for each English, math and reading or any remedial. Information also includes number of students enrolled by HS	Annual - June	X	X	X			
17	PDE Progression	Number of students per starting cohort at each level of academic achievement (1st, 2nd year, etc and grad) by race and gender	annual	X	X				

	Title	Detailed Description	Frequency	Academic Affairs	Student Services	Community Outreach	Workforce	Lifelong Learning	Admin & Finance
18	Center for Health Careers financial model	Financial Model including enrollment in health career program and disciplines and direct and indirect expenses including faculty	Last done 2004	X					X
19	Financial impact of retention model	credit enrollment and revenue match with retention Fall-Spring and Fall-Fall	Last done April 2004	X	X				X
20	Distance education financial model	Financial Model including enrollment in distance ed, faculty and department expenses	Last done 2004	X					X
21	Five-year planning model	Includes enrollment, grads, grad survey, DOL info, state info, competition cost, location, enrollment projections	1/2006 - in progress	X	X		X	X	X
22	Discipline measures report	Registrations per course D/E/W, Sections offered per course D/E/W, Sections run per course D/E/W, Section size per course D/E/W, Pass rates per course, SCH per AY, FT faculty sections FA-SP by Disc, Campus ration by Disc.	Annual - July	X					X
23	Placement test cutoff scores analysis	placement scores, grades, and comparison with other schools	Last done 2002	X	X				
24	Faculty hiring information	SCH by campus Fall-Spring, FTEF by campus Fall-Spring, Cr taught by Campus by FT faculty, Cr taught by campus by PT faculty, % FT, %PT, SCH/FTEF by campus	Annual Fall	X					X

	Title	Detailed Description	Frequency	Academic Affairs	Student Services	Community Outreach	Workforce	Lifelong Learning	Admin & Finance
25	ARC reports	financial, registration, scheduling report using datatel information	Current reports updated nightly	X	X		X	X	X
26	Program measures report (page 1)	Program data: Enrollment, demographic, new/return, avg gpa, credit completion rate, grads, transfer, placement, opportunity	Annual - July	X	X		X		
27	Scorecard	Key performance indicators to be used to assess effectiveness of 2006-2011 strategic plan implementation.	New - 2006 Quarterly	X	X	X	X	X	X
28	Developmental education retention analysis	Analysis of progression of developmental course students into subsequent courses. Based on Fall 2000 data.	Last conducted Fall 2000	X	X				
29	Bottom Lines (fact book)	Contains CCAC facts on enrollment, student characteristics, graduate outcomes and demographics	Annual - Fall	X	X		X	X	X
30	Unduplicated program information file	Program information: title, prog type, active, months to complete, etc.	Semiannual - June & November	X	X				X
31	Licensure and certification pass rate report	Pass rate & number of students sitting for licensure and certification exams. Results are aggregated.	Annual - November	X			X		
32	IPEDS Human Resources	Number of employees by job category, race, and gender. Includes information on tenure status, new hires, benefits, and salary range.	Annual - January						X

	Title	Detailed Description	Frequency	Academic Affairs	Student Services	Community Outreach	Workforce	Lifelong Learning	Admin & Finance
33	IPEDS Finance	Summary of revenue and expenditures by fiscal year	Annual - April						X
34	Library survey	Number of staff and number of various types of holdings - collected via NCES	Biennial ?		X				X
35	Student enrollment pattern maps	zip and point enrollment of students, market data, demographics school and census	As needed		X				X
36	Economic impact study	revenue, spending and enrollment data combined to find the impact on Allegheny co economy	last conducted in 2004						X
37	P-12 enrollment report	Student enrollment by school district	As needed		X				
38	CORO diversity project	Data tabulations and reports produced with the Cora center to support recommendations on African American student recruitment and retention in spring 2004.	Last conducted Spring 2004		X				X
39	High School report	Recent HS grads enrolled at CCAC by school district	Annual - Fall		X				
		Potential Sources for Information		31	28	4	11	6	21