2008-09 Summary of Data Use at Mt. SAC

Prepared for: Institutional Effectiveness Committee
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The purpose of the following report is to identify trends in the types and uses of data at Mt. San Antonio College based on the e-PIE summary reports provided by the Vice- Presidents of the four college areas (Instruction Services, Student Services, Administrative Services, and Human Resources) for the 2008-09 academic year.

Each entry of data use in the summaries included three components: trend, source, and impact. Each unit was asked to present between one and three trends, either internal or external to the unit, which affected the unit. For each trend, the unit had to identify the source of information that supported the trend and the impact of that trend on the unit.

The unit’s responses in this section were channeled up in the form of e-PIE reports to the Manager’s and Vice-President’s summaries. Formats regarding how this information was reported in the higher-level summaries varied in degree of organization and analysis as well as detail. The Vice-President summaries ranged from copying the trends of the units within the area into a single matrix to analyzing and redefining a concentrated number of area-level conditions and were prepared as follows:

- Instruction Services: The Vice-President summary produced a set of fifteen (15) area-level data trends. Each of these trends was supported by a variety of internal and external sources. The impact of the trend included how particular units in the Instruction Services area would be affected as well as which college goal(s) would be difficult in being addressed as a result of the impact.
- Student Services: The summary highlighted three major trends (access, student achievement, and technology and information system) and cited primarily internal sources such as program reports, e-PIE, and college reports. The impact of the data trends was applied to the entire area generally and identified the necessary actions to address the trend.
- Administrative Services: The summary related all of the entries made at the unit level regarding data trends. Both internal and external sources of data were cited. The impact varied in detail and ranged up to identifying statistical information and action plans needed.
- Human Resources: Since the summary included only the Human Resources office, the data section included one data trend communicating the hiring limitations effected as a result of the state budget.

The major trends (not comprehensive) cited by the summaries included:

- State budget cuts (e.g. HR, travel/conference, frozen positions)
- Outdated technology and facilities
- Increased access to college, enrollment growth
- Increased demand for accountability (SLOs, accreditation, etc.)
- High retention and success rates in linked courses (learning community, etc.)
- Basic skills deficiencies
- Lack of operating data regarding the use of buildings and equipment
- Banner implementation

The major sources used to support the data trends cited included:

- External (i.e. California state budget, newspaper articles, ACCJC standards, ARCC Annual Report, advisory committees, OSHA)
- Internal (i.e. local database reports, invoices, notification reports, facilities inventory reports, budget reports, classroom scheduling reports, Academic Senate minutes, enrollment data, RIE reports, previous PIES, assessment data, campus landscape master plan, scheduled events calendar, EIWOS work order system, IT reports)
- Planning documents (i.e. Facilities Master Plan, Information Technology)

The impact of these data trends highlighted the units’ challenges in fulfilling their goals and one area went as far as identifying which college goals would be adversely affected by the data trend. Certain summaries addressed the impact on their areas generally whereas others identified specifically the units and the ways in which they would be affected.

Based on the review of the data trends and uses, the following recommendations are suggested:

- Development of a college expectation of the role of data in planning.
- Continued campus-wide training on and communication of the roles and uses of data through multiple hubs (Professional and Organizational Development, Academic Senate, Research and Institutional Effectiveness Office)
- Further review of and dialogue regarding Instruction Services summary’s innovative process of identifying the impact of data trends on college goals
- Further review of how this data trends element will pan out in the next iteration of e-PIE.

Certain units and areas are to be recognized for innovative use and reporting of data:

- Instruction Services Vice-President Summary – included the impact of data trends on the area, its units, and the college (via the college goals)
- Technical Services unit – performed a substantial three-year data review and consistently included both data findings and impact
- Student Services Vice-President Summary – identified specific action plans to bridge the gaps identified by data