

Title III Grant Collaborative Proposal Overview for College Council

May 3, 2012

Summary of Grant Proposal

- **Source of funding:** US Department of Education, Title III Strengthening Institutions Grant
- **Duration of funding:** 5 years (October 2012-September 2017)
- **Project Director:** Dr. Leslie Buckalew, VP Student Learning
- **Primary purpose & expected outcomes:** the proposed project is intended to build the college's institutional research capacity and facilitate data-informed decision-making. This will be accomplished by developing a comprehensive data warehouse; increasing access to data; developing user-friendly data reporting and analysis tools; training staff, faculty and administrators to use new data resources; and building a culture of inquiry by integrating data into all decision-making processes.
- **Background:** the project will enable the college to implement key components of the BRIC-TAP Action Plan, and will assist with addressing four of the recommendations recently received by ACCJC regarding our evaluative processes. The project is connected to multiple projects in the IR and President's Office Unit Plans.

Overview of Positions Included in Grant Proposal

1. **Institutional Effectiveness Coordinator:** this proposed position will be a full-time classified management position. The college will not be committed to continuing the position after the grant; however, it will allow us to test a model for increased capacity in the Institutional Research Office that could be institutionalized or adapted after the grant period. The IE Coordinator will respond to research requests, provide assistance to staff regarding data analysis, support the Project Director and Activity Director (Director of IR) in implementing grant activities, and coordinate institutional effectiveness efforts on campus.
2. **Administrative Assistant:** the grant will fund 50% of an administrative assistant to provide clerical support to the Project Director in administering the grant. This will refill an already existing position that is expected to become vacant in the near future due to staff retirement. The position will be 50% funded by the grant for the five years of the grant period, thus saving the college 50% of the cost for this position.
3. **Systems & Programming Analyst:** this proposed position will be a full-time classified position, funded by the grant (100% in Years 1-3, 70% in Year 4, and 50% in Year 5). This position will replace the Online Services Developer position (formerly held by Jake Beck), which has evolved from supporting the current Title III grant to providing much needed programming work for the college. The Systems & Programming Analyst will build the data warehouse (repository of various data sources), connect it to user-friendly reporting & data analysis tools (using Share Point Business Intelligence software), and provide technical assistance & training for data extraction and reporting.