

CHC Office of Institutional Effectiveness, Research and Planning Research Calendar

Task	Due Date	Month (Academic Year)												
		June	July	August	September	October	November	December	January	February	March	April	May	
ACCJC Annual Report	30-Mar													
Ad-hoc Projects														
ARCC/AB1417														
Conduct ARCC Self-Assessment Research														
Present to the SBCCD Governing Board														
Review data and resubmit if necessary	1-Dec													
Send minutes to CO of Governing Board Presentation	15-Mar													
Databases														
Update MIS Data														
Update Accuplacer Assessment Data (and on as needed basis)														
Update National Student Clearinghouse (NSC) Transfer Data														
Update Grades Data used for EMP and PPR														
Enrollment Fact Sheets (After Census)														
Grants														
Title V Annual Performance Reports														
Title V Eligibility Application														
STEM Performance Reports														
Perkin's (VTEA)														
Perkin's (VTEA) Survey in all SAM B, C, or D courses (Send out on Census)														
Support review of Core Indicator data and check for corrections														
Support collection and reporting of additional data and outcomes														
Federally Mandated Reporting														
IPEDS														
Fall Collection: Institutional Characteristics, Competitions, & 12-month enrollment	20-Oct													
IPEDS: Winter Collection: HR, Financial Aid	26-Jan													
IPEDS: Spring Collection: Graduation Rates and 200% Graduation Rates	11-Apr													

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Gainful Employment (GE)													
GE Annual Data available on Data on Demand for Reporting (Check Data)	27-Sep												
Annual Data Submission Reporting (SBCCD DCS)	1-Oct												
GE Disclosure Information - On-time Completion and Job Rates	1-Oct												
Cal Grant "Qualifying Institution"													
California Licence Examination Passage Rates	1-Sep												
Matriculation													
Update student placement results report													
Make Changes to Placement Rules/Background Measures if Needed													
Planning													
Educational Master Plan													
Update the Program Highlights													
Update the QEIs													
Review Mission, Vision, and Values Every Year													
Planning and Program Review / Annual Review													
Update all data													
Support requests for additional information													
PPR Process Evaluation Survey													
Update/Revise PPR Web Tool													
Campus Climate Surveys													
Employee (Every even numbered year.)	Fall												
Student (Every even numbered year)	Spring												
CCSSE (Odd numbered years)	Spring												
Committee Self Evaluations	Spring												
Did you Know? (First of the month.)													
ORP Web Page - Updated on ongoing basis													
Professional Development for Campus Community													
SLOs/SAOs support													
Validation of Data Integrity													