CHC Office of Research Planning
Research Calendar

Task	Due Date	June	July	August	September	October	November	December	January	February	March	April	May
ACCJC Annual Report	30-Jun	■											■
Ad-hoc Projects		■	■	■	■	■	■	■	■	■	■	■	■
ARCC/AB1417													
Conduct ARCC Self-Assessment Research		■	■	■									
Present to the SBCCD Governing Board													
Review data and resubmit if necessary	1-Dec						■						
Self-assessment of college performance (letter)	4-Mar									■			
Send minutes to CO of Governing Board Presentation	15-Mar										■		
Basic Skills Initiative Research (and on as needed basis)		■	■	■									
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 Application		■											■
Title V Annual Performance Reports							■	■					
Title V Eligibility Application							■	■					
STEM 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										■	■	■	
IPEDS (Federally Mandated Reporting)													
Fall Collection: Institutional Characterisics, Competitions, and 12-month enrollment	20-Oct				■	■							
IPEDS: Winter Collection: HR, Financial Aid	26-Jan							■	■				

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Task	Due Date	Month (Academic Year)											
		June	July	August	September	October	November	December	January	February	March	April	May
IPEDS: Spring Collection: Graduation Rates and 200% Graduation Rates	13-Apr							■	■	■	■	■	
Matriculation													
Placement Test Validation (and on as needed basis)													
Update Matriculation Plan (and on as needed basis)		■	■	■									
Upldate student placement results report		■											
Planning													
Educational Master Plan													
Update the Program Highlights		■	■	■									
Update the QEIs		■	■	■									
Conduct any additional needed research (and on as needed basis)		■	■	■									
Planning and Program Review / Annual Review													
Update all data		■	■	■									
Support requests for additional information					■								
Campus Climate Surveys													
Employee	Fall				■	■							
Student (Different sections then the CCSSE)	Spring									■	■		
Student Equity Plan (and on as needed basis)		■	■	■									
Enrollment Management (on as needed basis)													
Community College Survey of Student Engagement (CCSSE)	Spring									■	■		
Analysis of CCSSE Results				■	■								
Scheduling Planning Research				■				■	■				
Professional Development Survey (Distribute 9-17)	Fall			■	■								
Professional Development													
ERIS/EIS training (and on as needed basis)				■	■				■	■			
Did you Know? (First of every month.)					■	■	■	■	■	■	■	■	■
ORP Web Page - Updated on ongoing basis		■	■	■	■	■	■	■	■	■	■	■	■
SLOs/SAOs support		■	■	■	■	■	■	■	■	■	■	■	■
Validation of Data Integrity		■	■	■	■	■	■	■	■	■	■	■	■