



2015 INSTITUTIONAL ASSESSMENT & REPORTING CYCLE

January 2015	Student Unit Record Data System (SURDS) Student Enrollment File-Fall; Integrated Postsecondary Educational Data System (IPEDS) Winter Collection Ends-Financial Aid; Final Fall FTE Report; Faculty/Student Ratio & FTE; CCSSE 2014 Report; Title III Eligibility
February 2015	Spring Census FTE Report; Common Data Set; VE-135 Follow-Up; SURDS Undergraduate Applicant File-Winter/Spring; AQIP Systems Portfolio & Web Page Updates; NSC data; Update of 2015-16 CMC Performance Metrics/2014-2018 Strategic Plan; TAA Grant Report 2015-16
March 2015	IPEDS Spring Collection Begins-HR Report; WIA Data; Petersons Survey; submit employee email list for Great Colleges to Work For Survey; Wintergreen Orchard House Survey; HLC 2015 Institutional Update (<i>moving to fall</i>)
April 2015	IPEDS Spring Collection Ends-Fall Enrollment, IPEDS Graduation Rates, IPEDS 200% Graduation Rates; IPEDS Finance, Graduation Rate Survey (GRS); 2014-15 SP Graduate Survey (The Outcomes Survey [TOS]) administered by CSO Research, Inc.; Great Colleges to Work For Survey
May 2015	Student Progress Survey (Educational Goals-Spring 2015 sophomores); National Community College Benchmark Project (NCCBP) Data Submittal; State Metrics (<i>due early May</i>); Persistence/Retention Report-persistence update
June 2015	Spring Final & Annual FTE; VE-135 Enrollment; Annual update of 2015-16 CMC Performance Metrics/2014-2018 Strategic Plan; TAA Grant Data 2015-16; Annual update of "At a Glance" data
July 2015	Annual (Student) Reports; SURDS Student Enrollment File-Spring; SURDS Undergraduate Applicant File-Spring; IDEA Report Available; 2015-16 SU Graduate Survey (TOS) administered by CSO Research, Inc.
August 2015	SURDS Degrees Granted File (Full Year)
September 2015	IPEDS Fall Collection Begins; SURDS Financial Aid File; Cohorts submitted for NSC & Transfer Data Available; AQIP Systems Portfolio & Web Page Updates; Annual AQIP Action Project Updates; TAA Grant Data 2015-16
October 2015	Applicant Survey; SURDS Student Enrollment File-Summer; SURDS Undergraduate Applicant File; IPEDS Fall Collection Ends-Institutional Characteristics; FTE estimates & projections; Program Reviews – Animal Shelter Management, Automotive Service Technology, Early Childhood Education, Paramedic, G.I.S. w/ NRM, Graphic Design, Natural Resource Management, Nursing (ADN), Professional Photography & Veterinary Technology
November 2015	SURDS Degree Granted File; Gainful Employment Report; NCCBP Report available; 2015-16 FA Graduate Survey (TOS) administered by CSO Research, Inc.; Persistence/Retention Report-retention update
December 2015	IPEDS Winter Collection Begins-HR Report; Financial Aid; VE-135 Survey open to 2015/16 CTE; Gainful Employment Disclosures (<i>deadline January 15, 2016</i>); Net Price Calculator update



Other Reports & Notes:

1 st few weeks of each semester	First Few Weeks of Semester/Census FTE
Annually	IDEA
As needed	CCSSE – timing to coincide with Systems Portfolio submittal (2017-18) and/or accreditation reaffirmation (2021-22)
As needed	Community polls conducted
As needed	Student Demographics; Student Tracking, e.g., Persistence; HS-Surveys of high school students; Transition Dev. Ed. to credit; Degree/Certificates; Class Size/Class Cancellation Rates/Space Utilization; Environmental Scans; IRB-related work; Grant-related data/research, writing, and submissions; Other ad-hoc reports (as they tie to the College's Vision & Mission, Strategic Plan, and accreditation); Taskstream; Full-Time Faculty Report; EduCause E.C.A.R. Report; President's Priorities Teams work
As available	Job Placement; Employer Satisfaction; Licensure; Program Reviews

