

The Higher Learning Commission Action Project Directory

Red Rocks Community College

Project Details		
Title	Analyze and Define Effective Strategy for Preserving Institutional Assessment Data	Status ACTIVE
Category	7-Measuring Effectiveness	Updated
Timeline		Reviewed
	Planned Project Kickoff 01-03-2012	Created 11-22-2011
	Target Completion 06-01-2013	Version 1

1: Project Goal

A: The accomplishment of this Action Project will improve access to and use of institutional assessment data. Specifically, this project will facilitate effective use of assessment data in three ways: First, the collection and availability of assessment data will be coordinated and communicated between various institutional entities. Second, assessment data will be housed in a single repository or institutional data clearinghouse. Third, data will be cataloged and tagged with metadata in order to make it more available and useful in decision-making and institutional improvement efforts.

2: Reasons For Project

A: As Red Rocks Community College has incorporated a culture of assessment, the process has brought to light the importance for having a centralized digital storage repository in order to make assessment data and best practices available to all departments as well as maintain institutional memory. Previous efforts to simply store electronic documents on removable storage or servers proved ineffective as there is not a means to aggregate or search the contents easily. By implementing a system that gives individuals the ability to attach metadata and keywords to documents and categorize items, the college can provide access to assessment data for all employees.

3: Organizational Areas Affected

A: Instruction, Institutional Research, College Leadership, Student Services, Faculty and Students

4: Key Organizational Process(es)

A: Assessment data collection, assessment data dissemination, assessment of student outcomes, assessment of student services, student learning, instructional and institutional planning

5: Project Time Frame Rationale

A: An 18 month timeline was set based on the following model: January – May of 2012 represents Spring semester and this semester will be used to evaluate, select, and plan for a system that can be used to effectively store and catalog assessment data. Then, when faculty return for the 2012-13 academic year, the system can be implemented. This academic year will be used for training, beta-testing, and evaluation of the system.

6: Project Success Monitoring

A: A project lead is tasked with keeping the project on target and a committee that is comprised of representation from across the college will ensure that all departments have input.

7: Project Outcome Measures

A: Upon completion of this Action Project, RRCC stakeholders will be able to:

- Access a digital repository that stores assessment data from all departments and divisions across campus from anywhere at any time.
- Contribute assessment strategies, data results, and best-practices to a digital repository easily and effectively using a tool that supports cataloging, metadata, and keyword searches.
- Search a repository to review historical processes and data as related to assessment of student learning and assessment of institutional practices across all departments.
- Use assessment data in making data-informed decisions.