

**Piedmont Community College**  
**Office of Research and Institutional Effectiveness Executive Summary**  
**June 30, 2011**

This Executive Summary focuses on strengths, challenges, recommendations, and an action plan for ORIE. Members of the committee are as follows:

Tina Bryant-Allen	Director, Office of Research and Institutional Effectiveness
Lisa Palmer	Institutional Researcher
Debra Harlow	Adult Basic Skills
Shelly Stone	Dean, Caswell Curriculum Programs
Gretchen Bell	Dean, Learning Resources Centers
Lee Proctor	Dean, Student Development
Judy Bradsher	Dean, Technical and Occupational Programs
Dawn Langley	Dean, General Education & Developmental Studies
Sherry Stewart	Dean, Business & Emerging Technologies
Kelly Holder	Dean, Health Sciences & Human Services
Phil Hille	Director, Management Information Services
Karen Bowen	Director, Grants
Bonnie Davis	Director, Public Information
Carolyn Funderburk	Director, TRIO
John McLarty	Executive Director, Caswell County Campus
Wanda Duncan	Faculty – Business Technology
Lisa Cooley	Faculty – General Education
Dave Wehrenberg	Faculty – Technical and Occupational Programs
Dr. Walter Bartlett	President
Gary Robinson	Student Government President
William Barnes/Robert Simons	Vice President, Administrative Services
Doris Carver	Vice President, Continuing Education
Mike Dossett	Vice President, Instruction & Student Development

## **STRENGTHS**

Strengths identified by committee and external sources, such as advisory committees, staff, faculty, and students.

- Improved response time to data request
- Information available on the IE website
- Very professional, confidential and positive in delivery of information

## **CHALLENGES**

- Internal data warehouse needed
- Reporting capabilities (ODS)
- IE website documents not always accessible
- Stronger research capabilities – expertise, services, data resources, training, research support
- Current SACS Monitoring Status (Comprehensive Standard 3.3.1.1)

## RECOMMENDATIONS

Recommendations to improve the program:

- Implement an ORIE dept request process
- Implement Informer software and receive training
- Foster stronger relationship with IT
- Work with division deans to acclimate them to best practices as identified by SACS
- Establish an internal data warehouse to improve data integrity and access
- Continue to promote Service Area Review and planning & assessment to satisfy SACS Core Requirement 2.5 and Comprehensive Standard 3.3.1

## ACTION PLAN

Item	Plan	Responsibility	Timeline
Implement an ORIE dept request process	Create a data request form or procedure for college employee use	Institutional Researcher	Spring 2012
Implement Informer software and receive training	(Informer is currently being installed by IT) Receive training that will be offered in the near future, attend informer sessions offered at CCPRO.	Institutional Researcher	Fall 2011
Foster stronger relationship with IT	Include IT on the changes taking place with planning and research; open invitation to CCPRO meetings; consult when making decision about technological changes needed	Director of OIE	TBD
Work with division deans to acclimate them to best practices as identified by SACS	Continue working with faculty as they develop Program Area Reviews (Final Report, Outcomes and Goals, Assessment Report, Curriculum Map, and Facilities Assessment)	Director of ORIE	TBD
Establish an internal data warehouse to improve data integrity and access	Create and internal data warehouse using the current server or hard drives with the assistance of the IT Department	Director of ORIE/Institutional Researcher	TBD
Continue to promote Service Area Review and planning & assessment to satisfy SACS Core Requirement 2.5 and Comprehensive Standard 3.3.1	Annually review SAR and PAR, provide SAR and PAR process, provide documentation on how to create outcomes and assessments	Director of ORIE	Fall 2011

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