College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
Completions at OCC of internships, cooperative experiences and apprenticeships.

Measure
4.1.1 – Number of students completing internships and cooperative experiences.

Operational Definition
Term figures from OCC 1/10th day data, information from the internship and cooperative learning programs.

Status
In place.

Source
10th day data files, syntax files found under I:\Institutional Effectiveness\Occupational & Technical Education\Syntax\OCCTECHIntern&CoopCourseOne-TenthDay.SPS.

Related Issues
The number of placements available, program enrollments, whether the internship or co-op is optional in the program, and substitution of current work experience all impact the number of internships and co-ops.

Methodology
Count of registrations in courses identified as internship or cooperative education obtained by running syntax file on 10th day course data files.

Limitations
According to Lisa Skowronski, students are not always placed in internship experiences by the 10th day of the semester. Once a student registers for an internship, however, they will be placed within one year.

Time-Line:
Data available after 1/10th day each term.
Specific dates of completion
> *Data collection*
> *Data processing*
> *Analysis*
> *Preliminary report*
> *Presentation/Roll Out*
> *Final report*

Partnerships
Need to communicate and work closely with Lisa Skowronski and Sally Kalson, both of whom are Coop/Intern coordinators and Bob McDonald, Apprenticeship Coordinator.

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

Record 1

2/28/02 (vc)

Oakland Community College
Institutional Effectiveness Measurement Profile Sheet

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
Completions at OCC of internships, cooperative experiences and apprenticeships.

Measure
4.1.3 Number of students completing apprenticeship programs.

Operational Definition
Year figures from OCC 1/10th day data, information from the apprentice learning program.

Status
In place.

Source
10th day data files, syntax files found under I:\Institutional Effectiveness\Occupational & Technical Education\Syntax\OCCTECHApprenticeshipCourseOne-TenthDay.SPS.

Related Issues
The number of apprenticeships available, program enrollments, whether apprenticeship is optional in the program, and substitution of current work experience all impact the number of apprenticeships.

Methodology
OCC 1/10th day course data. Count of registrations in courses identified as apprenticeship obtained by running syntax file on 10th day course data files.

Limitations
What are the specific limitations of the methodology? What are the impacts on the item?

Time-Line
Data available as of 1/10th day each term.
> *Data collection*
> *Data processing*
> *Analysis*
> *Preliminary report*
> *Presentation/Roll Out*
> *Final report*

Partnerships
Primary contacts: Sharon Blackman and *Bob McDonald, Apprenticeship Coordinator.*

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

Record 2

February 28, 2002

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.2.1 Placement Rates in the Workforce - the length of time it has taken students to find employment after graduating from OCC.

Measure
How many months has it taken OCC graduates to locate employment? This data will be taken from the graduate follow-up survey. The range on this measure should be 1 to approximately 14 months. Others who secured a job prior to this time or those who already had a job are not included here as this measure is intended to illustrate the job securing potential of an OCC degree or certificate. This figure will be compared to trends over the past ten years.

Operational Definition
Data from item 17 on the Graduate Follow-Up Survey: How many months did it take for you to find employment?

Status
In place.

Source
I:\Research Data\Graduate Follow Up Survey\Data Files\Data-August98-Forward\Ready\Current Master GFS Data Aug98 Forward.SPS.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Data from the OCC GFS Survey. This survey is mailed to every OCC graduate a year following their graduation.

Limitations
Only have information regarding graduates, return rate of the mail survey.
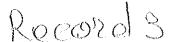
Time-Line
> *Data collection* - involves obtaining information from the Graduate Follow-up Survey. Once the survey data is entered, the task involves compiling the information for those graduates in the Occupational and Technical Programs. This data can be assessed by the IR office with little assistance from other people. We gather the data electronically (3 weeks - First three weeks in **August**).
>
> *Data processing* - here the tasks include downloading the relevant computer files, formatting them into SPSS file format (1 week - Last week in **August**).
>
> *Analysis* - tasks here include obtaining percentages and counts in terms of the 2-year period - as well as comparing the data to previous periods (2 weeks - first 2 weeks in **September**).
>
> *Preliminary report* - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - second to last week in **September**).
>
> *Presentation* - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).

February 28, 2002

Final report - compile findings and produce final edit of the report (2 weeks - last week in **October** - first week in **November**).

Partnerships
Who must we interact with in order to successfully implement the measure?
Data Collection
Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

Oakland Community College
Institutional Effectiveness Measurement Profile Sheet

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.2.2 Placement Rates in the Workforce – Average salaries of graduates.

Measure
What is the average yearly salary of the OCC graduate? This figure will be assessed according to the average salary for an employee working full time (a regular 40 hour week) to ensure consistency across people working varying hours at their current position.

Operational Definition
Data from items on the Graduate Follow-Up Survey about salary and number of hours worked per week.

Status
In place.

Source
I:\Research Data\Graduate Follow Up Survey\Data Files\Data-August98-Forward\Ready\Current Master GFS Data Aug98 Forward.SPS.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Data from the OCC GFS Survey. This survey is mailed to every OCC graduate a year following their graduation.

Limitations
Only have information regarding graduates, return rate of the mail survey.

Time-Line

    Data collection - involves obtaining information from the Graduate Follow-up Survey. Once the survey data is entered, the task involves compiling the information for those graduates in the Occupational and Technical Programs. This data can be assessed by the IR office with little assistance from other people. We gather the data electronically (3 weeks - First three weeks in **August**).

    Data processing - here the tasks include downloading the relevant computer files, formatting them into SPSS file format (1 week - Last week in **August**).

    Analysis - tasks here include obtaining percentages and counts in terms of the 2-year period - as well as comparing the data to previous periods (2 weeks - first 2 weeks in **September**).

    Preliminary report - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - second to last week in **September**).

    Presentation - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).

    Final report - compile findings and produce final edit of the report (2 weeks - last week in **October** - first week in **November**).

Record 4

Partnerships
Who must we interact with in order to successfully implement the measure?
Data Collection
Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.2.3 Placement Rates in the Workforce - Percentage of graduates employed in jobs related to their Degree or Certificate Program.

Measure
What proportion of students is employed in related occupations? This measures the extent to which OCC graduates are locating employment opportunities after graduation within their major field of study. The students included here are those securing a job after graduation - not those employed previous to their completion.

Operational Definition
Data from item 23 on the Graduate Follow-Up Survey: To what extent is your current job related to your degree or certificate program?

Status
In place.

Source
I:\Research Data\Graduate Follow Up Survey\Data Files\Data-August98-Forward\Ready\Current Master GFS Data Aug98 Forward.SPS.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Data from the OCC GFS Survey. This survey is mailed to every OCC graduate a year following their graduation.

Limitations
Only have information regarding graduates, return rate of the mail survey.

Time-Line
> ***Data collection*** - involves obtaining information from the Graduate Follow-up Survey. Once the survey data is entered, the task involves compiling the information for those graduates in the Occupational and Technical Programs. This data can be assessed by the IR office with little assistance from other people. We gather the data electronically (3 weeks - First three weeks in **August**).
>
> ***Data processing*** - here the tasks include downloading the relevant computer files, formatting them into SPSS file format (1 week - Last week in **August**).
>
> ***Analysis*** - tasks here include obtaining percentages and counts in terms of the 2-year period - as well as comparing the data to previous periods (2 weeks - first 2 weeks in **September**).
>
> ***Preliminary report*** - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - second to last week in **September**).
>
> ***Presentation*** - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).
>
> ***Final report*** - compile findings and produce final edit of the report (2 weeks - last week in

Record 5

October - first week in **November**).

Partnerships
Who must we interact with in order to successfully implement the measure?
> *Data Collection*
> *Audiences*

Running History of the Measure
11/1/01 -- Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.3.2 b1 & b2 Student satisfaction with academic (b1) and general (b2) features of OCC.

Measure
This item measures the extent to which OCC's graduates are satisfied with various academic features and general features of the environment at OCC.

Operational Definition
Data from items on the OCC Graduate Follow-Up Survey. These items measured by new questions on the revised GFS, beginning with the 1998/99 graduating classes. First twenty questions on survey.

Status
In place.

Source
I:\Research Data\Graduate Follow Up Survey\Data Files\Data-August98-Forward\Ready\Current Master GFS Data Aug98 Forward.SPS

Related Issues
What other factors may impact the measurement of the item?

Methodology
Data from the OCC GFS Survey. This survey is mailed to every OCC graduate a year following their graduation.

Limitations
Only have information regarding graduates, no data from those who have not completed a program at OCC.

Time-Line

> *Data collection* - involves obtaining information from the Graduate Follow-up Survey. Once the survey data is entered, the task involves compiling the information for those graduates in the Occupational and Technical Programs. This data can be assessed by the IR office with little assistance from other people. We gather the data electronically (3 weeks - First three weeks in **August**).

> *Data processing* - here the tasks include downloading the relevant computer files, formatting them into SPSS file format (1 week - Last week in **August**).

> *Analysis* - tasks here include obtaining percentages and counts in terms of the 2 year period - as well as comparing the data to previous periods (2 weeks - first 2 weeks in **September**).

> *Preliminary report* - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - second to last week in **September**).

> *Presentation* - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).

> *Final report* - compile findings and produce final edit of the report (2 weeks - last week in **October** - first week in **November**).

Record 6

Partnerships
College Planning Council
    Data Collection
    Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.3.2 Student satisfaction with courses at OCC - How satisfied are OCC students with courses in their major field of study.

Measure
This item measures the extent to which OCC's graduates are satisfied with the courses they had within their major field of study.

Operational Definition
Data from items on the OCC Graduate Follow-Up Survey. This item is measured by first satisfaction question on GFS asking students to rate their satisfaction with the "courses in your major field of study."

Status
In place.

Source
I:\Research Data\Graduate Follow Up Survey\Data Files\Data-August98-Forward\Ready\Current Master GFS Data Aug98 Forward.SPS

Related Issues
What other factors may impact the measurement of the item?

Methodology
Data from the OCC GFS Survey. This survey is mailed to every OCC graduate a year following their graduation.

Limitations
Only have information regarding graduates, no data from those who have not completed a program at OCC.

Time-Line
> *Data collection* - involves obtaining information from the Graduate Follow-up Survey. Once the survey data is entered, the task involves compiling the information for those graduates in the Occupational and Technical Programs. This data can be assessed by the IR office with little assistance from other people. We gather the data electronically (3 weeks - First three weeks in **August**).

> *Data processing* - here the tasks include downloading the relevant computer files, formatting them into SPSS file format (1 week - Last week in **August**).

> *Analysis* - tasks here include obtaining percentages and counts in terms of the 2-year period - as well as comparing the data to previous periods (2 weeks - first 2 weeks in **September**).

> *Preliminary report* - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - second to last week in **September**).

> *Presentation* - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).

> *Final report* - compile findings and produce final edit of the report (2 weeks - last week in **October** - first week in **November**).

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Record 7

Partnerships
College Planning Council
  Data Collection
  Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.3.3 Curriculum Currency Rate of passage for state licensing exams - the pass rates for OCC students for state licensure exams.

Measure
This item measures the extent to which OCC graduates are passing their programs' licensure examination.

Operational Definition
Data from state licensing agencies in the areas of Dental Hygiene, Registered Nursing, Licensed Practical Nursing, Radiologic Technology, and Emergency Medical Technician (Basic). Time period for data collection is previous fiscal year (i.e., July 1, 2000 to June 30, 2001).

Status
In place.

Source
For Radiologic Technicians, call Carolyn Nacy ext.2918. For EMTs, call Denise Martin, ext. 4094. For Dental Hygienists, call Mary Bogucki 942-3268 . For Nursing, call Bureau of Health Services, Margaret Jones (517) 373-4674 and corroborate information with OCC Director of Nursing, Dr. Nadia Boulos, ext. 3337 or ext. 2911.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Contact person information sheets will be used to contact by phone these agencies to obtain information about the pass rates of OCC students on exams.

Limitations
Only have information regarding these five programs for now. As the process continues, more programs will be added to this measure.

Time-Line
> ***Data collection*** - involves phoning people from the four licensing agencies to get the results OCC test takers. This is a data collection process that is contingent on the cooperation of people outside of OCC. It may take some time to gain cooperation from these agency representatives. Data gathered by phone (4 weeks - **July**).

> ***Data processing*** - - the task here includes adding the annual information to the spreadsheet (1 week - first week in **August**).

> ***Analysis*** - - tasks here include obtaining counts and percentages for the current year and comparing them to the previous years (2 weeks - second and third week in **August**).

> ***Preliminary report*** - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - last week in **August**).

> ***Presentation*** - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).

February 28, 2002   Record 8

Final report - compile findings and produce final edit of the report (2 weeks - first two weeks in October).

Partnerships
College Planning Council
    Data Collection
    Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

Oakland Community College
Institutional Effectiveness Measurement Profile Sheet

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.4.1 Number of Articulation Agreements - the extent to which OCC has formal articulation agreements with other area institutions.

Measure
What is the number of post-secondary institutions that have formal articulation agreements with OCC? This measure only includes those agreements that have been officially approved by both institutions. Informal agreements amongst faculty and departments are not included in this figure. As the data is collected over the years, a trend comparison will be presented as well.

Operational Definition
Data from Official Transfer Center Agreement Document

Status
In place.

Source
Contact Transfer Center, Sue Murdock x3064.

Related Issues
What other factors may impact the measurement of the item?

Methodology
One time per year, a review of all current articulation agreements will be conducted.

Limitations
Data only includes information regarding official agreements, no over time data.

Time-Line
> *Data collection* - involves obtaining information from the Official Transfer Center Agreement Document (1 week - First week in July).

> *Data processing* - here the tasks include adding the information to a spreadsheet (1 week - second week in July).

> *Analysis* - - activities here involve producing the graphics and information necessary for the report (2 weeks - last two weeks in July).

> *Preliminary report* - compile information and place it into the monitoring report format, formulate conclusions, and revise the document (1 week - first week in August).

> *Presentation* - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - last week in September, first two weeks in October).

> *Final report* - compile findings and produce a final edit of the report (2 weeks - second and third week in September).

Record 9

Partnerships
    Data Collection
    Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.5.1 Completion - the trend in number of degrees and certificates awarded by OCC.

Measure
The number of degrees and certificates awarded to OCC students. Included here is a comparison of the trends over the past ten years. This data will be taken from the IPEDS Degree Trends Report.

Operational Definition
Data from the IPEDS Degree Report on number of degrees and certificates awarded by OCC for the current academic year.

Status
In place.

Source
I:\Institutional Effectiveness\Occupational & Technical Education\Indicators\Profile Sheets\Oct 2001 - Updates NCS\data\verifyawards2.xls.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Compiling the most current IPEDS report and employing that track the number of degrees/certificates awarded. Use the official Program Inventory to determine which programs are Occupational/Technical. Data must match to Degree Trends report.

Limitations

Time-Line
   Data collection - Data collection - involves obtaining information from the IPEDS Degree Report and information from the OCC mainframe via ITS. Once this report is produced, implementation of this indicator can be managed by the IR office (2 Weeks - first two weeks in **October**).

   Data processing - consists of adding the new information to the indicator spreadsheet.

   Analysis - includes obtaining counts and percentages for the current year and comparing them to the previous 10-year period (2 weeks - last two weeks in **October**).

   Preliminary report - compile information and place it into the monitoring report format, formulate conclusions, and revise the document (1 week - first week in **November**).

   Presentation - produce final report, disseminate into the institution, schedule additional contact meetings (3 weeks - variable, depending upon the presentation schedule and interest).

   Final report - compile findings and produce final edit of the report (2 weeks - first two weeks in **December**).

Record 10

Partnerships
    Data Collection
    Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.5.2 Completion - Number of degrees awarded to graduates in Occupational and Technical Programs v. other trends in degrees in other areas.

Measure
The number of degrees and certificates awarded to OCC students in occupational and technical programs included here is a comparison of the trends over the past ten years. This data will be taken from the IPEDS Degree Trends Report.

Operational Definition
Data from the IPEDS Degree Report on number of degrees and certificates awarded by OCC for the current academic year in occupational and technical programs and other programs. Use the official Program Inventory to determine which programs are Occupational/Technical.

Status
In place.

Source
I:\Institutional Effectiveness\Occupational & Technical Education\Indicators\Profile Sheets\Oct 2001 - Updates NCS\data\verifyawards2.xls.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Compiling the most current IPEDS report and employing that track the number of degrees/certificates awarded.

Limitations

Time-Line
> ***Data collection*** - Data collection - involves obtaining information from the IPEDS Degree Report and information from the OCC mainframe via ITS. Once this report is produced, implementation of this indicator can be managed by the IR office (2 Weeks - first two weeks in **October**).

> ***Data processing*** - consists of adding the new information to the indicator spreadsheet.

> ***Analysis*** - includes obtaining counts and percentages for the current year and comparing them to the previous 10-year period (2 weeks - last two weeks in **October**).

> ***Preliminary report*** - compile information and place it into the monitoring report format, formulate conclusions, and revise the document (1 week - first week in **November**).

> ***Presentation*** - produce final report, disseminate into the institution, schedule additional contact meetings (3 weeks - variable, depending upon the presentation schedule and interest).

> ***Final report*** - compile findings and produce final edit of the report (2 weeks - first two weeks in **December**).

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Partnerships
>>Data Collection
>>>*Audiences*

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.5.3 Completion Length of time for an OCC graduate to receive a degree or certificate.

Measure
This item measures the number of months OCC graduates take to complete their program of study. This data will be taken from the Graduate Follow-up Survey Data File. All people earning a certificate or a degree from OCC are included in this measure. This figure will be compared to the previous ten-ear period.

Operational Definition
Data from the Graduate Follow-up Survey question #17 on the number of months for an OCC graduate to complete their program.

Status
In place.

Source
I:\Research Data\Graduate Follow Up Survey\Data Files\Data-August98-Forward\Ready\Current Master GFS Data Aug98 Forward.SPS.

Related Issues
What other factors may impact the measurement of the item?

Methodology
How specifically will the measurement be accomplished? See syntax file. Under current data system calculation is done from first term of enrollment. There may be an opportunity when Colleague is in place to use only enrolled terms and thereby remove from the calculation stop-out periods.

Limitations
Only have information regarding graduates, return rate of the mail survey.

Time-Line
> *Data collection* - involves obtaining information from the Graduate Follow-up Survey. Once the survey data is entered, the task involves compiling the information for those graduates in the Occupational and Technical Programs. This data can be assessed by the IR office with little assistance from other people. We gather the data electronically (3 weeks - First three weeks in **August**).
>
> *Data processing* - here the tasks include downloading the relevant computer files, formatting them into SPSS file format (1 week - Last week in **August**).
>
> *Analysis* - tasks here include obtaining percentages and counts in terms of the 2-year period - as well as comparing the data to previous periods (2 weeks - first 2 weeks in **September**).
>
> *Preliminary report* - compile information and place it into the monitoring report format, formulate conclusions, and revise the document. (1 week - second to last week in **September**).
>
> *Presentation* - produce final report, disseminate it to the institution, schedule additional contact meetings (3 weeks - variable, depending upon presentation schedule and interest).
>
> *Final report* - compile findings and produce final edit of the report (2 weeks - last week in

Report 12

October - first week in **November**).

Partnerships
    Data Collection
    Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.

College Purpose
Occupational and technical learning opportunities to improve the students' employability.

Indicator
4.5.4 Completion - Number of different degree types awarded to OCC graduates.

Measure
The number and type of degrees awarded to OCC students included here is a comparison of the trends over the past ten years. This data will be taken from the IPEDS Degree Trends Report.

Operational Definition
Data from the IPEDS Degree Report on number of degrees awarded by OCC for the current academic year in occupational and technical programs and other programs.

Status
This indicator was not used for the 2000/01 reports. Previous analyst had taken the data from the GFS datafile, which did not match to the Degree Trends report. It may be possible in the future to add the degree type to the Degree Trends report (see Eileen for assistance) and restore the indicator.

Source
Specific source of data including name of data base, syntax to run, location of files, etc.

Related Issues
What other factors may impact the measurement of the item?

Methodology
Compiling the most current IPEDS report and employing that track the number of degrees awarded.

Limitations
Only have information regarding graduates, return rate of the mail survey.

Time-Line
>*Data collection* - Data collection - involves obtaining information from the IPEDS Degree Report and information from the OCC mainframe via ITS. Once this report is produced, implementation of this indicator can be managed by the IR office (2 Weeks - first two weeks in **October**).

>*Data processing* - consists of adding the new information to the indicator spreadsheet.

>*Analysis* - includes obtaining counts and percentages for the current year and comparing them to the previous 10-year period (2 weeks - last two weeks in **October**).

>*Preliminary report* - compile information and place it into the monitoring report format, formulate conclusions, and revise the document (1 week - first week in **November**).

>*Presentation* - produce final report, disseminate into the institution, schedule additional contact meetings (3 weeks - variable, depending upon the presentation schedule and interest).

>*Final report* - compile findings and produce final edit of the report (2 weeks - first two weeks in **December**).

Record 13

Partnerships
    Data Collection
    Audiences

Running History of the Measure
11/1/01 – Updated measure to reflect new formatting changes.