

<b>Timestamp</b>	7/29/2013 16:33:31
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<b>Unit Name</b>	College Connection
<b>What improvements have been planned implemented</b>	Automated data matching will replace much of the currently manual process of student data review, through an effort between IT, College Connection, and OEIA staff, plus Student Services staff input.
<b>How did you decide that these improvements would benefit your unit or what weakness is the unit trying to improve</b>	This meets the following needs: *to reduce the amount of time spent by student services staff (admissions and assessment) and Institutional Effectiveness staff in processing student data for College Connection events *to prevent manual data errors *to maximize data capacity of Ellucian/Datatel and update a ten-year old process *to provide information quickly to our high school partners
<b>Description of what measures are going to be used to determine if the improvements were successful</b>	*Reduction in amount of staff time dedicated to the "lists" (student data preparation for events and post-review after events) *Reports from staff of efficiency of system
<b>baseline data used to determine improvements were needed</b>	In 2011-12, student services staff leads for College Connection events reported a total of 4742 planning hours for College Connection events. Assuming an average of \$19 an hour for the staff doing the planning, that amounts to \$90,098 in kind staff contribution for manual work, much of which can be automated through data matching. Similar amounts of time have been recorded for 2010-11. The 2012-13 academic year activities have not been calculated yet, but there is no expectation that the planning hours will be different.
<b>target goal data that shows your improvements have achieved your goals</b>	Reduce the manual planning hours by 70%, to approximately 1500 planning hours reported.
<b>current data where you are currently in reaching your target</b>	Current data will not begin until the 2013-14 academic year begins.
<b>Narrative</b>	IT has assisted with the programming and mapping of the new process. OIEA staff who support College Connection data have been included in the planning conversations. Student Services staff who will use the new process have been included, as well.
<b>Unit Review Leader</b>	Melissa Curtis