

MUSKEGON COMMUNITY COLLEGE
OFFICE OF INSTITUTIONAL RESEARCH
AND DEVELOPMENT

ANNUAL REPORT



JULY 1, 2007 – JUNE 30, 2008



221 S. QUARTERLINE ROAD
MUSKEGON, MI 49442
(231) 777-0332



MUSKEGON COMMUNITY COLLEGE
OFFICE OF INSTITUTIONAL RESEARCH
AND DEVELOPMENT

The Office of Institutional Research and Development is located on the first floor of the Stevenson Center for Higher Education.

Purpose

To seek and obtain external funds for the support of existing programs and the development of new programs, to measure grant project effectiveness through program evaluation, and to conduct research to support data-informed decision-making.

MCC President

David L. Rule, Ph.D.

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Introduction to Annual Report

Who We Serve

Muskegon Community College serves the counties of Muskegon, Newaygo, Oceana, and Ottawa in west Michigan. Fall enrollment in 2007 was approximately 4,700 full- and part-time students, and the college employs approximately 390 full- and part-time faculty and staff. The Office of Institutional Research and Development (IRD) provides grant and research services to all departments.

How We Assist

The IRD Office is responsible for providing the college with opportunities to participate in competitive grant programs through federal, state, local, and private sources. Assistance is offered in the following ways:

- Identifying funding sources and opportunities and informing appropriate college departments
- Developing grant proposals through custom-designed technical assistance
- Facilitating proposal design team meetings
- Monitoring grant-funded projects and assisting project managers

The IRD Office also performs research-related functions, including:

- Conducting research in support of proposal development
- Providing research services as requested by college departments
- Submitting mandated reports to federal (e.g., Integrated Postsecondary Education Data System) state (e.g., Activities Classification Structure), and accrediting (e.g., the Higher Learning Commission annual update) entities

The *Annual Report of 2007-2008* includes a list of competitive grants applied for and their status as of June 30; illustrations of the role the IRD office plays in meeting college goals; and a report of research projects completed or underway as of June 2008.

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Grant Activities

In 2007-2008, MCC applied for \$2,097,448 in competitive grant funding, and as of June 30, 2008, has been awarded \$1,139,250 (or 54% of the total requested). The table below gives the status of each application:

Grant Program	Amount Requested	Status as of 6/30/08
Commercial Motor Vehicle Operator Safety Training II (US Dept. of Transportation)	\$80,530	Awarded 100%
Scholarships for Students in Science, Technology, Engineering, and Mathematics (S-STEM) (National Science Foundation)	\$473,310	Awarded 100%
One-Stop Service Center Activities (Ottawa County Michigan Works)	\$1,398,933	Awarded 42% (\$582,910)
Ethics Institute (Community Foundation for Muskegon County)	\$2,500	Awarded 100%
Math on the Web workshop (PROfessional Enhancement Program (PREP) – Mathematical Association of America)	\$25,745	Not awarded
Innovation in Training Delivery Incentive Program (State of Michigan)	\$54,600	Not awarded
Read With Me Family Literacy Project (Barbara Bush Foundation)	\$61,330	Not awarded
Global Awareness Festival (MI Humanities Council Quick Grant)	\$500	Not awarded

Total amount requested: \$2,097,448

Total amount awarded FY 2008: \$1,139,250

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Support for College Mission

The IRD Office engages in many activities that further the mission of MCC. The table below gives some examples of IRD activities related to College goals:

College Goal	Related IRD Activities
Prepare students for successful transfer to four-year colleges and universities, and enable students to pursue higher-level degree opportunities through our local partnerships with university programs.	Collaborated with Hope College on their S-STEM grant proposal Was awarded S-STEM grant for scholarships for MCC students
Develop technical and vocational skills necessary to enter and/or advance in the technologically sophisticated workplace of the 21st century.	Was awarded grant for tuition assistance for CDL students
Provide for the assessment and/or improvement of learning skills and attitudes necessary for a successful educational experience.	Conducted analysis of general education surveys and the Measure of Academic Proficiency and Progress Researched student success in gatekeeper courses and the College Success Seminar
Meet the unique educational, cultural, and societal needs in the community through special courses, seminars, and exhibits.	Secured grant to support Ethics Institutes (Environmental Ethics and Medical Ethics) Submitted proposal to the MI Humanities Council for the Global Awareness Festival
Respond in a rapid fashion to the ever-changing educational and training needs of local and regional business and industry.	Was awarded contract from Ottawa County MIWorks to provide employment activities at service centers
Stimulate intellectual curiosity, promote humanitarian values and enhance the general educational experiences necessary for persons to function as effective citizens.	Secured grant to support Ethics Institutes (Environmental Ethics and Medical Ethics)
Create an atmosphere where diversity is acknowledged and encouraged.	Secured Upward Bound grant, which serves underrepresented populations
Provide comprehensive student services that are conducive to student learning and satisfaction in all facets of the college experience and appropriate to an open door community college.	Conduct research for Student Services Office, such as analysis of success of orientation attendees vs. non-attendees Serve on Student Goal-Tracking Committee

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Other Grant Activities

Grant Requests and Referrals

The IRD office frequently sends notices of grant opportunities to instructors and staff. The table below gives some examples of grant referrals from the past year.

<i>Referred to:</i>	<i>Purpose:</i>	<i>Funding Source(s):</i>
Teresa Sturuss	Professional development for faculty	National Endowment for the Humanities workshops
Deb Howell	Enhancements to life science curriculum and laboratory	National Science Foundation, Course, Curriculum, and Laboratory Improvement grant
Pam Brown	To fund promising, original projects that can significantly improve the health of vulnerable people in their communities	Robert Wood Johnson Foundation
Diana Casey	Enhancements to geography curriculum and laboratory	National Science Foundation, Course, Curriculum, and Laboratory Improvement grant
Pam Brown	To encourage the development of new and novel programs to train both family caregivers and in-home care workers	MetLife Foundation, Caregiving Project for Older Americans
Maria Andersen	Innovation Awards are intended to appeal to pioneers, builders of new digital learning environments	Digital Media and Learning Competition, supported by the MacArthur Foundation
Theresa VanVeelen	To support environmental education projects that promote environmental stewardship and help develop aware and responsible students, teachers, and citizens	Environmental Education Grants from the U.S. Environmental Protection Agency

Professional Development

The Director of IRD took part in the following workshops/conferences/classes in 2007-2008:

July 2007: Attended Association for Institutional Research Foundations I Institute in Chicago

Winter semester 2008: Took Introduction to GIS class at MCC

March 2008: Took Datatel QueryBuilder training

April 2008: Attended Higher Learning Commission annual meeting in Chicago

June 2008: Attended regional Council for Resource Development conference in Wausau, WI

Research Activities

Conducted the Graduate Employment Survey (mail, email, and telephone), which is required by the State for Perkins funding and for NWLB referrals

Created a revised application for ActiveApply (waiting to implement it until after the summer 2008 ActiveApply upgrade)

Submitted a report to MCCNET on Career and Technical Education students (graduation rates, employment, etc.)

Prepared charts for VP Brooks on high school enrollment trends and MCC market penetration of high schools

Prepared charts for AVP Maniates showing MCC enrollment by county by age group

For AVP Maniates, compared college success rates of students who attend orientation and those who don't

Identifying "gatekeeper" courses – those courses that have high enrollments but low success rates

At the request of the College Success Center, we did an analysis of students who have very low Compass Math scores and their grades in Math 035 and Math 036

Entered the survey results of the 2007 and 2008 general education surveys

Surveying students who attend orientation to find out if they are first-generation college students (we don't ask that question anywhere else); this information is needed for our upcoming Student Support Services proposal

Submitted data for the following: IPEDS fall and winter; Consortium for Student Retention Data Exchange; ACT Retention Report; Career and Technical Education Concentrators (State of MI); Higher Learning Commission Annual Update; At-Risk Report (State of MI); Activities Classification Structure (State of MI)