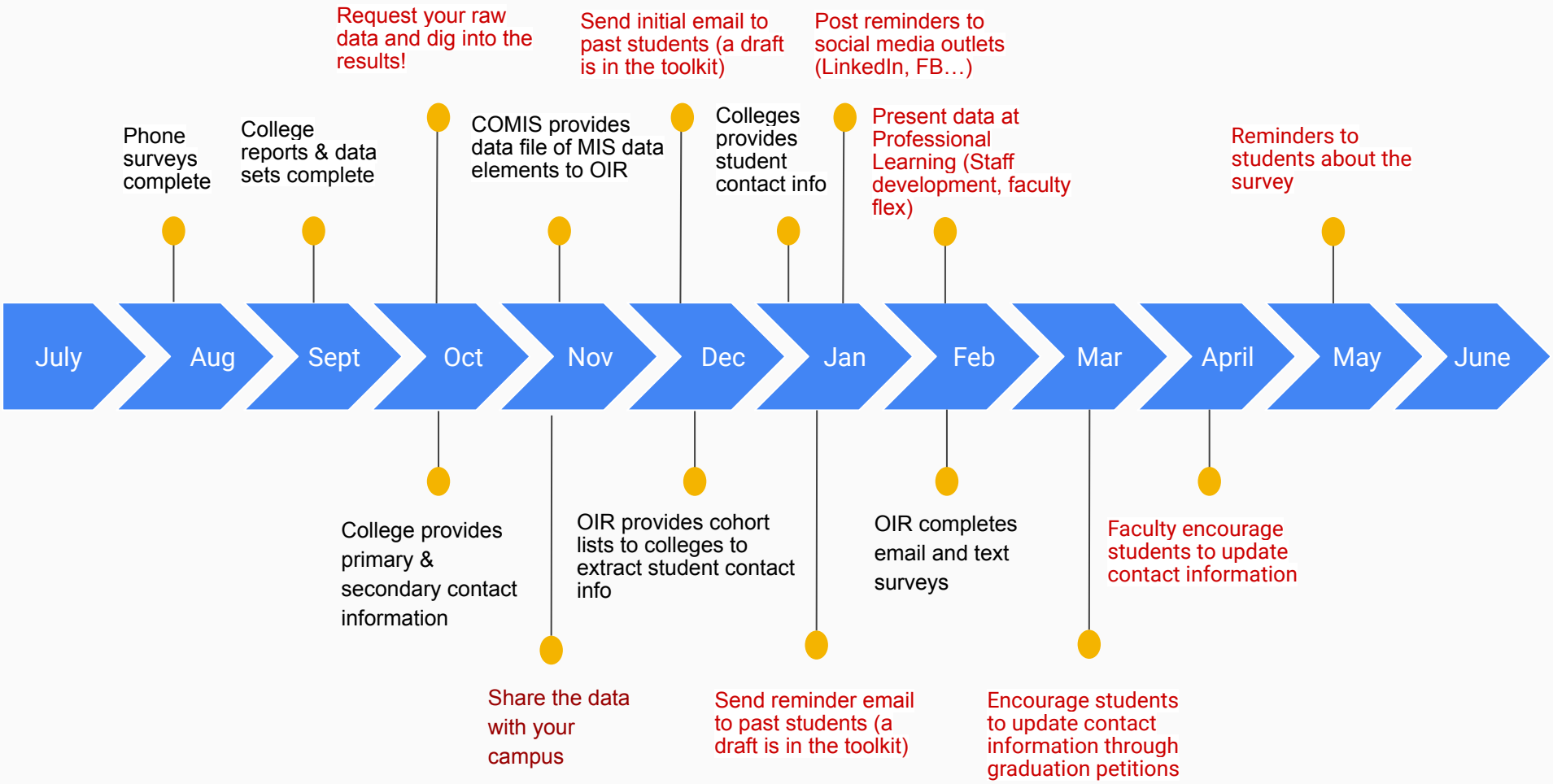
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
April
May
June
Phone surveys complete
College reports & data sets complete
Request your raw data and dig into the results!
COMIS provides data file of MIS data elements to OIR
Send initial email to past students (a draft is in the toolkit)
Colleges provides student contact info
Post reminders to social media outlets (LinkedIn, FB…)
Present data at Professional Learning (Staff development, faculty flex)
Reminders to students about the survey
College provides primary & secondary contact information
Share the data with your campus
OIR provides cohort lists to colleges to extract student contact info
Send reminder email to past students (a draft is in the toolkit)
OIR completes email and text surveys
Encourage students to update contact information through graduation petitions
Faculty encourage students to update contact information