

# Assessment: Assessment Plan



## Operational (Acad Affairs) - Grants Office

**GBC Mission:** Great Basin College enriches people's lives by providing student-centered, post-secondary education to rural Nevada. Educational, cultural, and related economic needs of the multicounty service area are met through programs of university transfer, applied science and technology, business and industry partnerships, developmental education, community service, and student support services in conjunction with certificates and associate and select baccalaureate degrees.

**Unit Mission:** The GBC Grants Office supports all GBC programs and the GBC mission by searching for, procuring, and facilitating the management of external funds.

### Outcome: Principal Investigator Satisfaction

Principal Investigators are satisfied with the Grants Office services and support.

**Outcome Status:** Active

**Assessment Year:** 2017-2018, 2020-2021, 2023-2024

**Start Date:** 06/30/2017

#### Assessment Measures

**Survey** - Develop survey instrument to assess PI satisfaction with services and support. May want to hold a focus group to delve more deeply into a single issue, once identified. (Active)

**Criterion:** Principal Investigators are 80% satisfied with the grant services offered

**Notes:** How well is the communication from the grants management software working?

How satisfied are they with support midway through their grants?

How satisfied are they at grant close-out?

Data collected will seek to determine how well the communication from the grants management software is working, how satisfied they are with support midway through their grants and how satisfied they are at grant close-out.

### Outcome: Institutional needs

Assess institutional needs for grant-funding and support services

**Outcome Status:** Active

**Assessment Year:** 2019-2020, 2022-2023

**Start Date:** 06/29/2018

#### Assessment Measures

**Survey** - Survey GBC faculty and staff for grant-funding needs assessment (Active)

**Criterion:** 20%-30% faculty and staff respond to the survey with information on their needs for grants

**Notes:** What needs are out there from faculty and staff for grants? What do faculty and staff know about the Grants Office and support services? What do they know about searching for and applying for grants? How well is information on the website working to inform them?

Data collected will seek to determine what needs are out there from faculty and staff for grants, what faculty and staff know about the Grants Office and its services, what faculty and staff know about searching for and applying for grants, and how well information on the website is working to inform them.

# Operational (Acad Affairs) - Grants Office

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## Outcome: Grants policy and procedures

Grants policy and procedures are available. Policy and procedures are clear and support GBC mission.

**Outcome Status:** Active

**Assessment Year:** 2018-2019

**Start Date:** 07/09/2018

### *Assessment Measures*

<b>Qualitative Review</b> - Policy and procedures are reviewed and amended for correct current information. (Active)
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<b>Criterion:</b> Policy and procedures are 100% correct for 2018-2019.
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## Outcome: Grants tracking process

The grants tracking process is efficient and effective.

**Outcome Status:** Active

**Assessment Year:** 2018-2019

**Start Date:** 07/09/2018

### *Assessment Measures*

<b>Assignment - Project</b> - Develop a tracking process to review how effective the grants tracking process is working. (Active)
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<b>Criterion:</b> All grants are managed and tracked through this system.
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