

# Gulf Coast Association of Institutional Research (GCAIR)

## Directory

Fall 2016

Alvin Community College  
Brazosport College  
Blinn College  
College of the Mainland  
Galveston College



Houston Community College System  
Lee College  
Lone Star College District  
San Jacinto College District  
Wharton County Junior College

**GCAIR Directory**  
**Alvin Community College**  
*(Current as of May 2017)*

**Official Name of IR Office:**

Research and Institutional Effectiveness

**Address:**

3110 Mustang Rd, Alvin, TX 77511

**Main Phone Number:**

(281) 756-3663

**Website:**

<http://www.alvincollege.edu/About/InstitutionalEffectivenessResearch.aspx>

**Fall 2016 Headcount:**

5658

**Fall 2016 Race/Ethnicity Percentages:**

**Race:**

|  |               |
|--|---------------|
| <b>African-American only:</b>                      | <b>13.3 %</b> |
| <b>American Indian or Alaskan Native only:</b>     | <b>2.9%</b>   |
| <b>Asian only:</b>                                 | <b>6.3%</b>   |
| <b>Caucasian only:</b>                             | <b>70.6%</b>  |
| <b>Hispanic only:</b>                              | <b>3.8%</b>   |
| <b>International only:</b>                         | <b>1.1%</b>   |
| <b>Multi-Racial:</b>                               | <b>0.05%</b>  |
| <b>Native Hawaiian or Other Pacific Isl. only:</b> | <b>0.4%</b>   |
| <b>Not Answered:</b>                               | <b>1.5%</b>   |

**Ethnic Origin:**

|                                       |              |
|---------------------------------------|--------------|
| <b>Hispanic or Latino Origin:</b>     | <b>31.0%</b> |
| <b>Not Hispanic or Latino Origin:</b> | <b>60.4%</b> |
| <b>Not Answered:</b>                  | <b>8.6%</b>  |

**Names, Titles, and Contact Information of IR Staff Members:**

Patrick Sanger, Director, 281-756-3663, [psanger@alvincollege.edu](mailto:psanger@alvincollege.edu)

Tammy Braswell, Research Associate, 281-756-3666, [tbraswell@alvincollege.edu](mailto:tbraswell@alvincollege.edu)

Open, Research Assistant, 281-756-3668

**Office Structure:**

The IER office reports to the Provost who reports to the President.

**How does your office handle data requests?**

We handle all requests through email, written or verbal requests and we work with the requestor to determine what is needed.

**Do the requests come in through a "Data Request System"?**

No

**Does your office handle surveys?**

Yes

**Does your office handle CBM Reporting?**

No, this is handled by the College Registrar.

**What reporting software do you use?**

Excel, Tableau, and SAS

**What transactional database does your college use?**

Colleague

**How many campuses are within your system?**

One

**Is your office located on a campus, or is it in a district administration building?**

On campus

## GCAIR Directory

### Brazosport College

(Current as of February 2017)

#### Official Name of IR Office:

Office of Institutional Research

#### Address:

500 College Drive, Lake Jackson, TX 77566

#### Main Phone Number:

(979) 230-3000

#### Website:

<http://www.brazosport.edu/pier/Pages/default.aspx>

#### Fall 2016 Headcount:

4,311

#### Fall 2016 Race/Ethnicity Percentages:

|                                       |       |
|---------------------------------------|-------|
| African-American:                     | 6.9 % |
| American Indian or Alaskan Native:    | 0.2%  |
| Asian:                                | 1.1%  |
| Caucasian:                            | 47.8% |
| Hispanic:                             | 39.0% |
| International:                        | 0.0%  |
| Native Hawaiian or Other Pacific Isl. | 0.0%  |
| Unknown:                              | 4.9%  |

#### Names, Titles, and Contact Information of IR Staff Members:

Vacant: Dean of Planning, Institutional Effectiveness & Research; phone (979) 230-3443;

Scott Furtwengler: Director of Institutional Research; phone (979) 230-3256; e-mail: [scott.furtwengler@brazosport.edu](mailto:scott.furtwengler@brazosport.edu)

Cindy Ullrich: Research Analyst; phone (979) 230-3415; e-mail: [cindy.ullrich@brazosport.edu](mailto:cindy.ullrich@brazosport.edu)

Paula Gentner: Administrative Office Specialist; phone (979) 230-3476; e-mail: [paula.gentner@brazosport.edu](mailto:paula.gentner@brazosport.edu)

#### Office Structure:

The IR office reports to the Dean of Planning, Institutional Effectiveness & Research, who reports to the Vice President, Academic & Student Affairs. Program effectiveness and SACS accreditation also falls under the PIER dean's area.

#### How does your office handle data requests?

#### Do the requests come in through a "Data Request System"?

We have a data request form on our website. However, not all data requests come from the formal request process.

#### Does your office handle surveys?

Yes, but not all. Faculty and staff occasionally create their own surveys.

#### Does your office handle CBM Reporting?

No, this is handled by the Registrar's Office

#### What reporting software do you use?

SPSS and ZogoTech

#### What transactional database does your college use?

POISE

#### How many campuses are within your system?

One

#### Is your office located on a campus, or is it in a district administration building?

On campus, c-wing

## GCAIR Directory College of the Mainland

*(Current as of February 2017)*

### **Official Name of IR Office:**

Office of Planning, Effectiveness, Analytics, and Research

### **Address:**

1200 Amburn Road, Texas City, Texas 77591

### **Main Phone Number:**

(409) 933-8232

### **Website:**

<http://www.com.edu/institutional-research/>

### **Fall 2016 Headcount:**

3,995

### **Fall 2016 Race/Ethnicity Percentages:**

|                         |     |
|-------------------------|-----|
| African-American:       | 16% |
| Asian/Pacific Islander: | 3%  |
| Caucasian:              | 51% |
| Hispanic:               | 29% |
| Other:                  | 2%  |

### **Names, Titles, and Contact Information of IR Staff Members:**

Dr. Teri Walker: Director of Planning, Effectiveness, Analytics, and Research; phone (409)933-8150 email:

[twalker16@com.edu](mailto:twalker16@com.edu)

Amber Lummus: Research Analyst; phone (409) 933-8151 e-mail: [alummus1@com.edu](mailto:alummus1@com.edu)

Sarah Flores: Research Analyst; phone (409) 933-8157 e-mail: [sflores10@com.edu](mailto:sflores10@com.edu)

Cheryl Young: Research Specialist; phone (409) 933-8232 e-mail: [cyoung1@com.edu](mailto:cyoung1@com.edu)

Laura Divine: Institutional Effectiveness Associate; phone (409)933-8491 e-mail: [ldivine@com.edu](mailto:ldivine@com.edu)

### **Office Structure:**

The office reports to the Vice President for Student Services as part of the Student Services department, which reports to the President.

### **How does your office handle data requests?**

#### **Do the requests come in through a "Data Request System"?**

We have a data request form on our website. The form is emailed to our IR mailbox and imported directly into IT's tracking system, Track-IT!

#### **Does your office handle surveys?**

Yes.

#### **Does your office handle CBM Reporting?**

The Registrar is the certifying official for CBM Reports, but the IR Office reviews CBM Reports before they are certified.

#### **What reporting software do you use?**

SAS; Informer; ZogoTech, Tableau

#### **What transactional database does your college use?**

Colleague (Ellucian)

#### **How many campuses are within your system?**

One

#### **Is your office located on a campus, or is it in a district administration building?**

On campus

# GCAIR Directory

## Galveston College

(Current as of May 2015)

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• **Official Name of IR Office:**

Institutional Effectiveness and Research

• **Address:**

4015 Avenue Q, Galveston, TX 77550

• **Main Phone Number:**

(409) 944-1208

• **Website:** [http://www.gc.edu/gc/Institutional\\_Effectiveness.asp](http://www.gc.edu/gc/Institutional_Effectiveness.asp)

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• **Fall 2014 Headcount:** 2,048

• **Fall 2014 Ethnicity/Race Percentages:**

|                                    |       |
|------------------------------------|-------|
| African-American:                  | 15.3% |
| American Indian or Alaskan Native: | 0.4%  |
| Asian:                             | 2.6%  |
| Caucasian:                         | 44.7% |
| Hispanic:                          | 32.6% |
| By-Racial/Other/Unknown:           | 4.4%  |

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• **Names, Titles, and Contact Information of IR Staff Members:**

Larry G. Root: Director of Institutional Effectiveness and Research; phone (409) 944-1208; e-mail: [lroot@gc.edu](mailto:lroot@gc.edu)

Jo Ann Buentello: Institutional Research Administrative Assistant; phone (409) 944-1207; e-mail: [jbuentello@gc.edu](mailto:jbuentello@gc.edu)

The office reports to the President.

• **How does your office handle data requests?**

We have a data request form on our website but typically respond to requests without it.

• **Do the requests come in through a "Data Request System"?**

Not usually. See Above.

• **Does your office handle surveys?**

Yes. This includes the CCSSE, Noel-Levitz, Faculty-Staff Satisfaction, and Graduate. We also coordinate end-of-course evaluations using CourseEval. We request that all other campus-wide surveys be coordinated through the IE/R office.

• **Does your office handle CBM Reporting?**

No, this is handled by the Director of Admissions/College Registrar

• **What reporting software do you use?**

SPSS

• **What transactional database does your college use?**

Colleague (Datatel)

• **How many campuses are within your system?**

One main campus and one learning center.

• **Is your office located on a campus, or is it in a district administration building?**

On campus in the Executive Suite of Moody Building

# GCAIR Directory

## Houston Community College

(Current as of February 2017)

### Official Name of IR Office:

Office of Institutional Research (OIR)

### Address:

3100 Main, MC 1147, Houston, TX 77004

### Main Phone Number:

(713) 718-8625

**Website:** <http://www.hccs.edu/district/about-us/oir/>

Most OIR information is on the HCC intranet

### Fall 2016 Headcount:

57,063 (SCH Only) / 71,417 (Credit & Non-Credit Combined)

### Fall 2016 Race/Ethnicity Percentages:

|                                       |     |
|---------------------------------------|-----|
| African-American:                     | 28% |
| American Indian or Alaskan Native:    | <1% |
| Asian:                                | 10% |
| Caucasian:                            | 14% |
| Hispanic:                             | 33% |
| International:                        | 11% |
| Native Hawaiian or Other Pacific Isl. | <1% |
| Multi-Racial/Other:                   | 4%  |

### Names, Titles, and Contact Information of IR Staff Members:

Dr. Martha Oburn: Executive Director Research & Innovation; phone (713) 718-8670 e-mail: [martha.oburn@hccs.edu](mailto:martha.oburn@hccs.edu)

Margaret Drain: Research Associate II, Innovation & Analysis; phone (713) 718-8628 e-mail: [margaret.drain@hccs.edu](mailto:margaret.drain@hccs.edu)

Hazel Milan: Inst Research Analyst Senior; phone (713) 718-8661 e-mail: [hazel.milan@hccs.edu](mailto:hazel.milan@hccs.edu)

Nish Gajanayake: Research Analyst II; phone (713) 718-8622 e-mail: [nishantha.gajanayake@hccs.edu](mailto:nishantha.gajanayake@hccs.edu)

Mario Heredia: Director Research Support Services; phone (713) 718-8627 e-mail: [mario.heredia@hccs.edu](mailto:mario.heredia@hccs.edu)

Ray Golitko: Research Associate II, Research Support Services; phone (713) 718-8629 e-mail: [ray.golitko@hccs.edu](mailto:ray.golitko@hccs.edu)

Glenda Barrett: Research Technician; phone (713) 718-6259 e-mail: [glenda.barrett@hccs.edu](mailto:glenda.barrett@hccs.edu)

### Office Structure:

The office reports to the Vice Chancellor of Information Technology.

### How does your office handle data requests?

### Do the requests come in through a "Data Request System"?

Yes, we have a data request form on our website.

### Does your office handle surveys?

Yes. CCSSE, Faculty Evaluations, some internal surveys

### Does your office handle CBM Reporting?

Yes, this is coordinated by OIR in partnership with IT, HR, and the Registrar

### What reporting software do you use?

WebFocus, SPSS

### What transactional database does your college use?

PeopleSoft

### How many campuses are within your system?

Six: Central, Coleman, Northeast, Northwest, Southeast and Southwest

### Is your office located on a campus, or is it in a district administration building?

District Administration Building

# GCAIR Directory

## Lone Star College

(Current as of February 2017)

### Official Name of IR Office:

Analytics and Institutional Reporting aka AIR  
5000 Research Forest Drive, The Woodlands, TX 77381

### Main Phone Number:

(832)813-6500

### Website:

<http://www.lonestar.edu/AIR.htm>

### Fall 2016 Headcount:

85,661

### Fall 2016 Race/Ethnicity Percentages:

|                                       |     |
|---------------------------------------|-----|
| African-American:                     | 15% |
| American Indian or Alaskan Native:    | 0%  |
| Asian:                                | 7%  |
| Caucasian:                            | 32% |
| Hispanic:                             | 38% |
| Multiple:                             | 3%  |
| Native Hawaiian or Other Pacific Isl. |     |
| Unknown:                              | 4%  |

### Names, Titles, and Contact Information of IR Staff Members:

Kent McShan: Director, Institutional Reporting; phone (832) 813-6760 e-mail: [james.k.mcshan@lonestar.edu](mailto:james.k.mcshan@lonestar.edu)

Deseree Probasco: Manager, AIR Analysts; phone (832) 813-6641 e-mail: [deseree.m.probasco@lonestar.edu](mailto:deseree.m.probasco@lonestar.edu)

Jason Kot: Manager, BI Analytics; phone (832) 813-6596 e-mail: [jason.m.kot@lonestar.edu](mailto:jason.m.kot@lonestar.edu)

Cathy Hooper: Professional Analyst I; phone (832) 813-6866 e-mail: [catherine.a.hooper@lonestar.edu](mailto:catherine.a.hooper@lonestar.edu)

Felix Herrera: Professional Analyst I; phone (832) 813-6750 e-mail: [jose.f.herrera@lonestar.edu](mailto:jose.f.herrera@lonestar.edu)

Jacqueline Goffney: Manager, AIR Analysts, LSC-CyFair; phone (281) 290-3569; e-mail [Jacqueline.goffney@lonestar.edu](mailto:Jacqueline.goffney@lonestar.edu)

Mei Wang: Professional Analyst II; phone (832) 813-6889; e-mail [mei.wang@lonestar.edu](mailto:mei.wang@lonestar.edu)

Vanya Martin: Professional Analyst II, LSC-Kingwood; phone (281) 312-1777; e-mail [Vanya.d.martin@lonestar.edu](mailto:Vanya.d.martin@lonestar.edu)

Trudi White: Senior Analyst, AIR, LSC-Tomball; phone (281) 401-1832; e-mail [Trudi.l.white@lonestar.edu](mailto:Trudi.l.white@lonestar.edu)

O'Brien Hughes: Professional Analyst II, LSC-North Harris; phone (281) 618-5465; email [Obrien.p.hughes@lonestar.edu](mailto:Obrien.p.hughes@lonestar.edu)

Jae Jung: Senior Analyst, AIR, LSC-Montgomery; phone (936) 273-7479; email [jae.h.jung@lonestar.edu](mailto:jae.h.jung@lonestar.edu)

### Office Structure:

The IR office along with the Analytics and TSR offices under AIR report to the Associate Vice Chancellor-AIR.

### How does your office handle data requests?

### Do the requests come in through a "Data Request System"?

We have an electronic form on our website but also take emailed requests. These are all put into a ticketing system.

### Does your office handle surveys?

No

### Does your office handle CBM Reporting?

Yes, our TSR office

### What reporting software do you use?

Several tools currently but are moving towards Microsoft BI as our main suite of tools.

### What transactional database does your college use?

Oracle (PeopleSoft)

### How many colleges are within your system?

Six: LSC-CyFair, LSC-Kingwood, LSC-Montgomery, LSC-North Harris, LSC-Tomball, LSC-University Park

### Is your office located on a campus, or is it in a district administration building?

System Administration Building with campus analysts located at each campus location.

# GCAIR Directory

## San Jacinto College

(Current as of February 2017)

### Official Name of IR Office:

Institutional Research & Effectiveness (IR&E) aka aSPIRE (achieving Strategic Planning, Institutional Research & Effectiveness)

### Address:

4624 Fairmont Pkwy, Suite 101, Pasadena, TX 77504

### Main Phone Number:

(281) 998-6170

### Website:

<http://www.sanjac.edu/about-san-jac/college-operations/institutional-research-effectiveness>

### Fall 2016 Headcount:

28,998

### Fall 2016 Race/Ethnicity Percentages:

|                                       |       |
|---------------------------------------|-------|
| African-American:                     | 10.3% |
| American Indian or Alaskan Native:    | 0.6%  |
| Asian:                                | 5.7%  |
| Caucasian:                            | 25.5% |
| Hispanic:                             | 54.6% |
| International:                        | 2.0%  |
| Native Hawaiian or Other Pacific Isl. | 0.2%  |
| Unknown:                              | 1.2%  |

### Names, Titles, and Contact Information of IR Staff Members:

George F. González: Director of Institutional Research & Effectiveness; phone (281) 998-6177 e-mail: [george.gonzalez@sjcd.edu](mailto:george.gonzalez@sjcd.edu)

Patti Walling: Senior Administrative Assistant; phone (281) 998-6170 e-mail: [patti.walling@sjcd.edu](mailto:patti.walling@sjcd.edu)

Michelle Callaway: Lead Research Programmer Analyst; phone (281) 998-6316 e-mail: [michelle.callaway@sjcd.edu](mailto:michelle.callaway@sjcd.edu)

Maria Gallegos: Senior Research Analyst; phone (281) 998-6138 e-mail: [maria.gallegos@sjcd.edu](mailto:maria.gallegos@sjcd.edu)

Marco Lozano: Senior Research Analyst; phone (281) 998-6317 e-mail: [marco.lozano@sjcd.edu](mailto:marco.lozano@sjcd.edu)

### Office Structure:

IR&E reports to the Assistant Vice Chancellor for Accreditation and Assessment

### How does your office handle data requests?

### Do the requests come in through a "Data Request System"?

We have a data request form on our website, and we ask everyone to fill out the form

### Does your office handle surveys?

Yes, mostly as support to other members of the Accreditation and Assessment office who control the automated survey system, Blue - eXplorance

### Does your office handle CBM Reporting?

No, this is handled by the Office of Enrollment Management/College Registrar

### What reporting software do you use?

SAS

### What transactional database does your college use?

BANNER (Ellucian)

### How many campuses are within your system?

Three: Central, North, and South campuses

### Is your office located on a campus, or is it in a district administration building?

District Administration Building



**GCAIR Directory**  
**Wharton County Junior College**

*(Current as of February 2017)*

**Official Name of IR Office:**

Institutional Research

**Address:**

911 Boling Highway Wharton, Texas 77488

**Main Phone Number:**

(979) 532-6939

**Website:**

<http://www.wcjc.edu/About-Us/administration/offices/institutional-research/>

**Fall 2016 Headcount:**

7,072

**Fall 2016 Race/Ethnicity Percentages:**

|                                       |     |
|---------------------------------------|-----|
| African-American:                     | 12% |
| American Indian or Alaskan Native:    | 0%  |
| Asian:                                | 12% |
| Caucasian:                            | 35% |
| Hispanic:                             | 39% |
| International:                        | 0%  |
| Native Hawaiian or Other Pacific Isl. | 0%  |
| Unknown:                              | 2%  |

**Names, Titles, and Contact Information of IR Staff Members:**

Tessa Mathews: Director of Institutional Research; phone (979) 532-6939 e-mail: [tessam@wcjc.edu](mailto:tessam@wcjc.edu)

Susie Fendley: Research Technician; phone (979) 532-6331 e-mail: [fendleys@wcjc.edu](mailto:fendleys@wcjc.edu)

Tammie Janik: State Reporting Specialist; phone (979) 532-6329 e-mail: [janikt@wcjc.edu](mailto:janikt@wcjc.edu)

**Office Structure:**

The office reports to the Vice President of Technology and Institutional Research; we are in the same department as computer support and systems analyst.

**How does your office handle data requests?**

**Do the requests come in through a "Data Request System"?**

We are part of the IT Helpdesk system. Users submit a helpdesk request for 'Reporting'.

**Does your office handle surveys?**

Yes.

**Does your office handle CBM Reporting?**

Yes.

**What reporting software do you use?**

MS Access, SPSS, and finalizing implementation of ZogoTech Reporting Tool.

**What transactional database does your college use?**

BANNER (Ellucian)

**How many campuses are within your system?**

We are not a system, but we have campuses in Richmond, Sugar Land, Bay City, and the main campus in Wharton.

**Is your office located on a campus, or is it in a district administration building?**

We are located on the Wharton Campus in the Administration Building.