Proposed Outcome: As a data request, we will use the information to identify the number of students who are strictly online and need SEPs and library services. In addition, we can determine where else the student may take classes. Data will be used to further investigate how best to serve the online student population.

State the problem or issue and connect it to the Standard and/or Recommendation
- **Problem:** In order to provide equitable services to District’s online student population, we need to determine exactly how many students are strictly online.
- Standard II B.3.A.
- 2012 Self Study: Recommendation 4 and Recommendation 5

Gather data on the problem/issue. What did you gather? What did you find through the process of your evaluation?
- **Data Gathered:** Information from CEIS Reporting System
- **Finding:** Spring 2013 semester 1096 sections, 82 (7.49%) are offered as either Hybrid or online. This equates to 1,749 duplicated student enrollments.

Describe the proposed resolution (4Ws and How?) How does the resolution address the problem/issue?
- **Who:** Computer Services or Institutional Research
- **What:**
  - **Data request:** Of Fall 2012 and Spring 2013 (separately) courses, we would like those students broken down into:
    1. Number of students taking 6 units or more
    2. Number of students who are taking 6 units or more and are solely online students?
    3. Number of students who are taking 6 units or more and are taking online and face-to-face classes. At what campus(es) are they also taking face-to-face classes?
    4. Number of students in each of the above categories that are on PELL Grants (would need an SEP)
- **Where:** n/a
- **Why:** To identify size of online only student population and where else they might obtain services (if also on a campus site)
- **How:** n/a
- **How does the resolution address the problem/issue:** By identifying how many students are only online students with 6 units or more, it can help us determine need of electronic signing SEPs or if the institution could provide appropriate counseling services through instant messaging, email and telephone. In addition, depending on size of group, it may be appropriate to create online survey to identify needs of students.
Discuss the evaluation/assessment process (connected to standard)

- **How will you assess implementation:** As a data request, we will use the information to identify the number of students who are strictly online and need SEPs and where else the student may take classes. In addition, we will use this data to make further investigate how best to serve the online student population.

- **What is your timeline for assessment:** ASAP