Request for Outcome Assessment Grant

Purchase and Implementation of Tutortrac

The Academic Center for Excellence (A.C.E.) is purchasing and incorporating Tutortrac. Currently, NVCC students register their usage by logging in at a designated computer stationed at the entrance. The current system does not interface with Banner and Institutional Research must run the requested detailed data analysis. As part of the Outcome Assessment, ACE's data collection and appointment based scheduling were cited as areas in need of improvement. It was noted that a management software system needed to be identified and implemented to address the need for accurate and standardized data analysis as it relates to course outcomes, demographics, retention, and student success. To facilitate its progress, the Academic Center is requesting OA money to purchase Tutortrac for its full implementation by Fall 2010.

Tutortrac is a multi-file relational database that can execute queries quickly and store upwards of two billion student records. Tutortrac allows for the tracking of students' visits, activity, and survey the students regarding the quality of service received. With Tutortrac's ability to email appointments and schedule reminders to tutors and students, students and tutors will be well-informed about ACE's schedule, events and other important information. Authorized ACE administrators have access and may perform all administrative duties in Tutortrac and instructors have limited authorization to run reports on their enrolled students' visit data.

Tutortrac's greatest strength is its ability to generate powerful reports. Standard reports include center usage and demographics, progress reports, material usage, schedule reports, and tutor/payroll reports. The Progress Report allows for a detailed review of the progress for each student. The report is organized in alphabetical order of the student's last name and contains the student ID, course, instructor, report date, grade received, term ID, and progress notes. The report may be generated for an individual student, instructor, or course. The Grades by Hour per Subject report depicts a grid plotted with the number of hours students received tutoring and the grades they received. Additionally, custom reports may be run by authorized administrators as well. For example, Tutortrac can detail the number of African American males utilizing the ACE, number of hours spent in the center, and tracks their grades. Tutortrac reports will help ACE meet grants requirements, allocate resources, and optimize services.

The data management software and support will cost $3,290. This proposal is requesting the maximum award of $2,000.

Tutortrac **ACE Request for Funding**	**Cost**
Tutortrac site license	2,495.00
Support & Maintenance	749.00
	Total =3,244.00
	Total Requested = 2,000 **Balance paid by ACE OE Budget**

Person(s) Submitting: _____Kathy K. Taylor_____ Date _____

Signature: _____