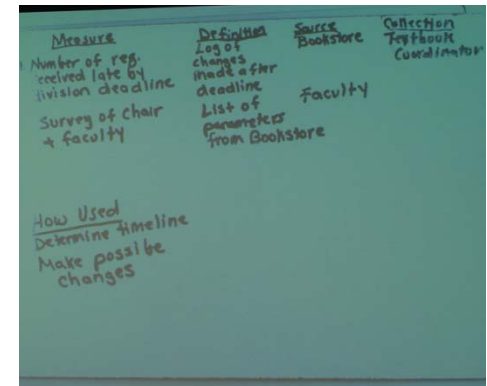


MEASURE

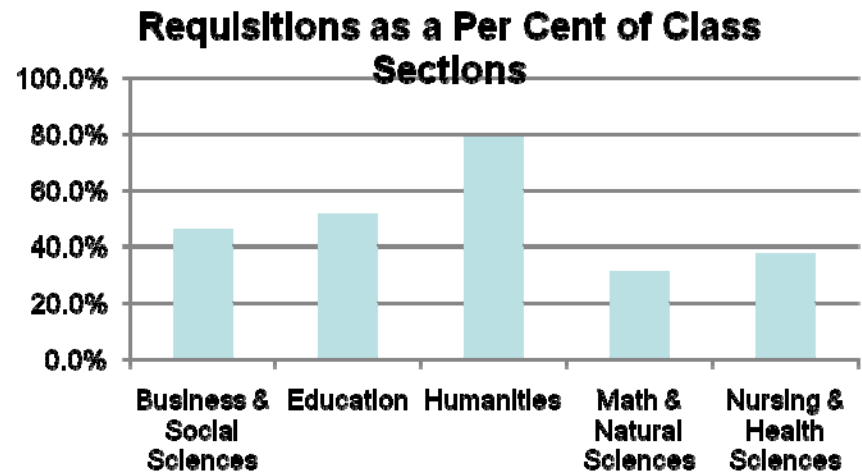
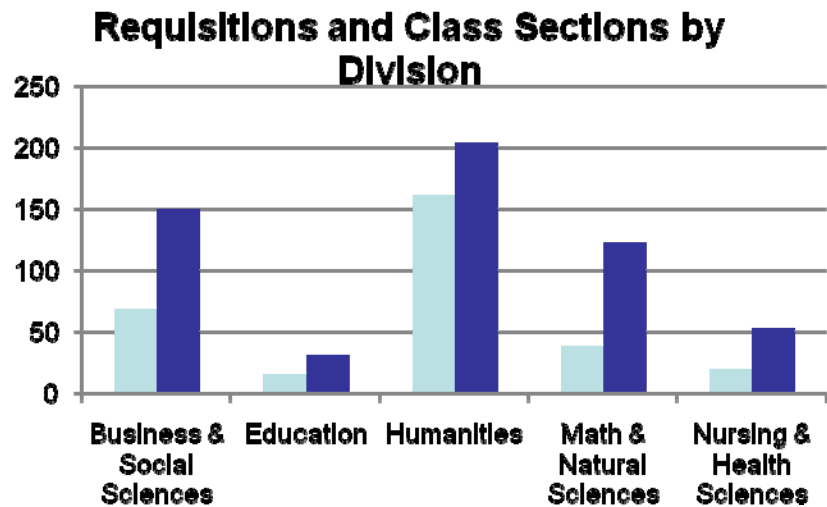
Data Collection Plan

Measure	Definition	Source or Location	Collection Method by Whom	How Used?
Number of requisitions received late from divisions Survey of chair and faculty	Number of changes made after deadline List of parameters from bookstore	Bookstore Faculty survey	Textbook coordinator	Determine timeline Make possible changes



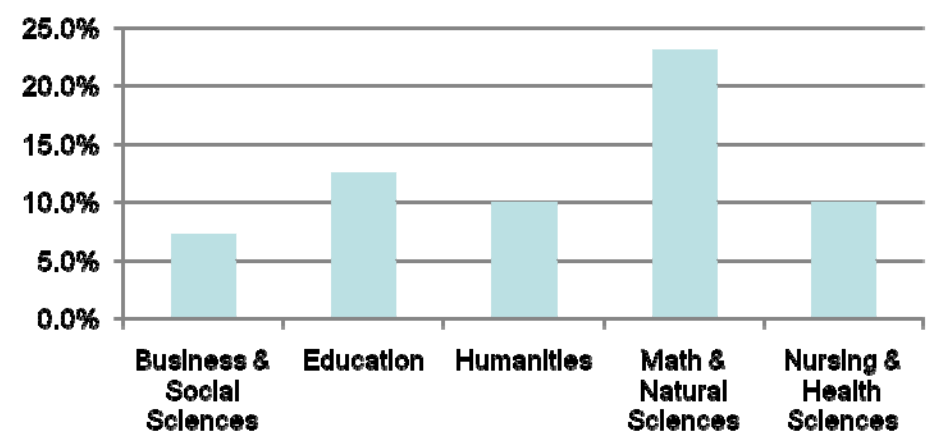
MEASURE

Division	Number of Requisitions Submitted	Total Number of Class Sections	Number of Requisitions Returned for Revision	Number of Requisitions Received after Due Date
Business & Social Sciences	69	150	5	4
Education	16	31	2	0
Humanities	161	204	16	7
Math & Natural Sciences	39	123	9	14
Nursing & Health Sciences	20	53	2	1



MEASURE

Per cent of Requisitions Returned for Revision



PerCent of Requisitions Submitted Late

