VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE
JANUARY 21, 2015
8:30 AM – 9:30 AM ➢ VC MCW-312

MEETING NOTES

Attendance: Michael Callahan, John Cooney, Dave Fuhrmann, Lisa Hopper, Lisa Putnam, Mike Rose, Pamela Yeagley

1. Review Meeting Notes of 12/10/14
    Pamela suggested a change in the wording for item #3 from 'Michael will create the surveys' to 'Michael will build the online surveys'. The change will be made.

2. Enrollment Management Report Status
    The report is progressing well. The core views in Oracle are almost completed. The main data block is completed. Mike showed how to access it within Argos and encouraged the group to review it. Mike walked through the process of producing the Excel spreadsheet in Argos. Only the terms that been rolled over are displayed for selection. The process of building the data for the spreadsheet has been automated through Argos and occurs nightly. The data block pulls current, up to the second data, which will be helpful during the first few weeks of the semester. There is still a moratorium on not running queries on the first day of class due to the high level of activity that could slow the system. Mike requested that the group review the Excel report and offer feedback. The group discussed adding explanatory text to inform users that when the term is rolled, the schedule is still undergoing modifications. No conclusion was reached. Mike mentioned, and it was discussed, that the chart tab be removed on this report. Karen will be consulted for feasibility. Work still needs to be done with the Banner piece to store the FTES targets.

3. Perceptions Survey - Update
    The student and employee surveys were reviewed. The group agreed upon changes which will be compiled into a draft and distributed to the group by the end of the week for a final review. The draft will be presented to Cabinet next week and then to DCAP at their meeting on February 8.

4. Score Card Presentation – Update
    The presentation to the Board went well. There was discussion regarding if IRAC should have an expanded role in the presentation next year. No conclusion was reached.

5. Other Business
    Mike mentioned the Argos training scheduled for tomorrow, 1/22, located at the DAC following the Banner Student Project Group meeting. He invited the group to

attend. Training will also be scheduled at each campus. The advanced datablock designer training is scheduled at the VC site on 1/29 in the afternoon and may also be scheduled at the other two campuses in the future. Contact Mike for the training schedule. Mike is developing a list of the needed views and requested that the group contact him with their lists.

6.   Next Meeting
     The next meeting is scheduled for February 11.