



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE

JUNE 9, 2016

11:30 AM – 12:30 PM > VC CAMPUS CENTER CONFERENCE ROOM

MEETING NOTES

Attendance: April Doud, Dave Fuhrmann, John Cooney, Lisa Branton, Lisa Hopper, Lisa Putnam, Mike Rose, Phillip Briggs, Rocio Avina
Guest: Peter Wilbur (Evisions)

1. Review Meeting Notes of 05/13/16
The notes were approved.
2. IE Presentation to the Board on 06-21-2016
The estimated time for the presentation is approximately 5:00pm. Lisa Putnam will be in attendance to assist with any questions. She will send the power point to Phil.
3. DCAP Strategic Plan Subcommittee Update
There was no new information to share.
4. BOGW Academic Progress Update
Mike reported that the project is moving forward. He is working with Rick on the wording of the message that will be sent to students who are in danger of losing their BOGW award. The process will run for the first time on Tuesday night and will run each night afterwards. The group discussed the academic codes that are being used. The group also discussed how students are made aware of their academic standing, the risk to losing the BOGW award, and if there is a way to simplify it in order to explain to the students.
5. Training Update
 - Argos – This week
April introduced Peter Wilbur from Evisions who is conducting the training this week. The consensus was that the training has been beneficial and additional training is always welcome.

Mike shared that he has received many requests for lower level Argos training. The group discussed the types of training needed and who would be best suited to handle the training; mentioning professional trainers, programmers, and committee members. Dave will follow up on the training aspect and requested that the committee members explore the needs on their campuses.

- Tableau – Prep call on 06-13, onsite on 06-20 thru 06-24 & 06-27 thru 06-30
Dave explained that the representative from Tableau should have the analysis of what is needed completed by June 30. He suggested that internal discussions take place regarding security, servers, firewalls, etcetera in order to be better prepared for the meetings with Tableau. Each location will have two days with a day scheduled for all locations to meet together. The nature of the training at the campuses will be determined by each campus based on the individual needs. June 23 and 24 have been scheduled to discuss the security aspect so that Lisa Putnam would be available to attend. The agenda will be finalized during the phone call on June 13. It was noted that the group preferred to schedule a location other than the District office for the day when all sites to meet together.

DOC has made a request to review the reporting capabilities of Argos and Tableau in relation to budget reporting. Dave will either schedule a separate call or, for the next meeting, will invite members of DOC to discuss their needs and show the Argos and Tableau tools. John noted that the Payroll system is not reportable in terms of determining costs.

6. Enrollment Management Dashboard Update

John will meet with April next week to work on incorporating her enrollment management dashboard with the district enrollment management dashboard. They will then meet with Phil. Once this is accomplished, they will show the results to this group.

7. Student Equity Research Projects

Lisa suggested that it would be helpful for this group to share their list of campus student equity research projects. She suggested that a list be compiled at the next meeting. Dave could share this list with the Chancellor's Cabinet.

April presented an Argos report for the group's review.

8. Other Business

- Lisa Putnam shared information about the central coast regional grant that includes Moorpark College.
- John shared information regarding the identification of foster youth and the guidelines involved. The County of Ventura is involved with the verification process. He will continue to meet with the Financial Aid Officers and the Registrars.
- The group asked when SDA usage will be turned off. Per Dave, a plan has not been developed yet. Conversations will begin in late summer.

9. Next Meeting

The next meeting is scheduled for July 15.

