



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE

FEBRUARY 10, 2017

8:30 AM – 9:30 PM > VC MCW-312

MEETING NOTES

Attendance: April Doud, Dave Fuhrmann, John Cooney, Lisa Branton, Lisa Hopper, Michael Callahan, Mike Rose, Pamela Yeagley, Phillip Briggs, Rocio Avina, Sunny Le

1. Review Meeting Notes of 01/20/17
The notes were approved.
2. DCAP Strategic Plan Subcommittee Update
In Rick's absence, this item was deferred to the next meeting.
3. Student Perceptions Survey Revisions
Pamela shared that DCAP would like to make a detailed review of the survey and define the focus and purpose. She should have a time line available by the next IRAC meeting. Lisa Branton shared her review of the survey and potential changes to the survey. Dave suggested, and the group concurred, that once there is feedback from DCAP, this group should open a dialogue with DCAP and work together.
4. Enrollment Status Designation Review
Michael has noticed students in the database that are coded as first time students after attending as a high school student. Michael noted that his concern is in reference to state reporting. The group discussed the definition of a first time student. Mike Rose suggested that the Registrars be contacted for clarification since they are responsible for maintaining the data. IT can become involved if needed.
5. Institutional Effectiveness Report
The group reviewed the IEPI indicators approval timeline handout from Rick. The group agreed that the first schedule seemed doable. Dave suggested that the group begin reviewing the report templates for the Institutional Effectiveness report at the next meeting. Phil noted that there is much duplication between the Institutional Effectiveness report and the IEPI, with more information provided by the Institutional Effectiveness report. If all of the optional elements are met, it was questioned if it could replace the local report. The group will review the IEPI at the next meeting.

6. Update

- Tableau Workbook Sharing Update

The group discussed access and decided that the IRAC members should have site administrator access. If a document is published for the public, the workbook can be added to a shared drive. Dave will notify Dean and an IRAC SharePoint area will be created when needed.

- Class Climate for Researchers

Dave shared that training is still available. The group decided to schedule for March 9. Dave will check with the campus IT departments regarding the scanners.

7. Other Business

- John shared a request from Oscar Cobian to create a categorical dashboard for OC EOPS. The other two campuses may also be interested in collaborating. Rocio noted that MC has developed a report with categoricals and she will share with John. VC has also had requests for similar reporting. After discussion, the group decided that this would not be an official IRAC project. John will connect with Roccio and Phil.
- Mike shared that there is no longer the operational position in IT to handle the student evaluation surveys and he is looking for campus support. Currently, Class Climate is the tool being used for this task. He has discussed with Lisa Putnum and Kim Hoffmans and both leaned toward the research departments. There is some administrative work involved as well. He also shared that other vendor options are being explored such as Blue Course Evaluations. Phil suggested looking at Qualtrics.

8. Next Meeting

The next meeting is tentatively scheduled for March 10; the group will be queried for a possible alternate date.