MEETING NOTES

Attendance:  John Cooney, Dave Fuhrmann, Lisa Hopper, Dave Keebler, Lisa Putnam, Mike Rose

1. Review Meeting Notes of 07/11/12
   There were no changes.

2. Listing of Current External Research Groups Participation
   John would like to compile and publish a list of outside research groups with which
   the IRAC members are affiliated. He also would like to compile a list of groups in
   which there is interest. The group discussed and will send John the information.

3. Student and Employee Perception Surveys
   The group discussed when to begin the project. Once the deployment dates are
   determined, the project start date will be set. Meanwhile, the key people on
   campus will be queried for their input. Dave will submit the recommendation to
   cabinet that the employee survey be deployed in early spring 2013, and the
   student survey be deployed in spring of 2014.

4. I.E. Report Updates
   John distributed the latest version of the report and reviewed the updates that were
   made. The group discussed how to handle any minor update changes needed
   after the document is published. There was consensus to change the date range
   on the report to reflect the last month/year that is included in the data. The most
   current version of the I.E. Report was posted on the I.R. webpage.

5. Review Project List
   The project list was reviewed and updated. Some of the projects were discussed in
   detail. The group agreed to begin a detailed definition project for the SDA data
   dictionary.

6. Other Business
   Lisa P. submitted a request from Moorpark to add a field in the drop process for
   students to indicate their reason for dropping a class. The group discussed and
   decided to forward the request to the Banner Student Project Group with the
   suggestion to add this after census is taken so as to not complicate the registration
   process for students.
7. Next Meeting
   The next meeting is scheduled for September 12.