



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE

APRIL 16, 2014

8:30 AM – 9:30 AM ➤ VC MCW-312

MEETING NOTES

Attendance: Connie Baker, Michael Callahan, John Cooney, Dave Fuhrmann, Lisa Hopper, Mike Rose, Pam Yeagley
Guest: Chelsea Guillermo-Wann

1. Review Meeting Notes of 03/12/14
The notes were approved.
2. Annual Update of District Institutional Effectiveness Report
Lisa was selected to take the lead. John will assist Lisa. Pamela will contact Lisa P. for information from last year's presentation. Dave can make the presentation to the Board with participation from the group. The draft should be ready by the next meeting. It was decided to keep the same format. There are two Board meetings in June; Dave will get clarification from Clare as to which meeting the report will be presented.
3. Student Equity Plan District-Wide
This item comes from the Chancellor's Cabinet and Dr. Duran had suggested that IRAC be involved. A schedule was developed and will be distributed to the committee members. After discussion it was determined that Lisa is the point person at OC, Pamela at MC, and VC is unknown. Dave will inform Dr. Duran that the subject was discussed.
4. Clearinghouse Student Self Service
This is in place for students; some of the information is not provided to Clearinghouse and so would not be available. The data that is due in June/July is ready. John requested a count of the number of students who have used the service; Pamela will investigate and report back.
5. Foster Youth Project Update
May 2 is the official launch date. The data needs to align with CalPass data. There is a meeting scheduled on May 8 at VC with eight local high schools and CalPass will present the current data. Lisa will verify that the appropriate staff have been contacted to attend the meeting. John will forward the webinar information to the members.

6. **Uploading Data into the CTE LaunchBoard Update**
Lisa will take the lead and continue to review as information becomes available. She has attended a recent conference. It is unknown if there will be one person from each campus involved.
7. **Reporting Tools Update**
Dave will schedule a demo of Argos that focuses on Finance and focuses more on end users rather than programmers. Mike suggested that it would be helpful to have a list of specific reports that are needed. Microsoft Tools and Tableau will be tabled for now.
8. **Other Business**
There was no other business.
9. **Next Meeting**
The next meeting is scheduled for May 14.