VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE
NOVEMBER 17, 2016
8:30 AM – 9:30 PM ➢ VC MCW-312

MEETING NOTES

Attendance: April Doud, Cynthia Herrera, Dave Fuhrmann, Dave Keeler, John Cooney, Lisa Branton, Lisa Hopper, Lisa Putnam, Mike Rose, Rick Post, Rocio Avina, Sunny Le

1.   Review Meeting Notes of 10/14/16
     The notes were approved.

2.   DCAP Strategic Plan Subcommittee Update
     This item was deferred to the next meeting when it is expected there will be information to report.

3.   Gainful Employment Reporting Criteria
     There was nothing new to report.

4.   Tableau
     a.   Additional Training Update
          Dave requested feedback. Lisa Hopper shared that the sessions were very enlightening and that the speakers were very good. April noted that there are many features coming in the future and that there are sessions live online. Rocio noted that the conference handouts will be posted on the IR drive.
     b.   Workbook Sharing Update
          The Tableau Work Sharing was deferred to the next meeting.

5.   BOGW Academic Progress Update
     Eric is working on the automated piece that will run nightly. This should be implemented in spring. The campuses will manage the overrides as needed. Mike explained that all appropriate committees have previously reviewed the details and the only new piece is the automation. John has created a report in Argos that will provide the BOGW information to the interested staff.

6.   Enrollment Management Dashboard Feedback
     John showed the enrollment dashboard and explained that the dashboard is designed to be a tool to help those who manage enrollment. The group discussed adding comments that would explain the data. John noted that when there is pure data, sometimes the explanations associated with the data can be lost. To keep those comments up to date would be challenging. Those who manage enrollment understand the explanations. An example was cited of the Board members requesting enrollment related data, such as cancelled classes, and the deans

pulling those numbers quickly from the dashboard. The deans would be able to interpret the resulting data without needing the comments. Several suggestions to the dashboard were made. John requested the group review the dashboard and provide any suggestions directly to April and himself; April suggested using the comment area in the dashboard for those suggestions. Rick requested that John give a presentation at one of the L.E.A.D. training sessions. John showed another dashboard and explained that the data could be exported to Excel and used to contact students as needed. An example he cited was to contact students who were enrolled in fall but had not yet enrolled for spring semester.

7. Diversity Dashboard Update
   John shared that the dashboard has been launched. Michael Shanahan will present the dashboard at an upcoming forum.

8. Student Perceptions Survey Revisions (Pamela and Phil)
   The group discussed the survey in terms of length and other revisions. It was noted that the current survey was derived from an older survey with some minor changes made. Dave requested that the group review the survey and bring suggestions for changes to the next meeting. One of the goals is to shorten the survey. Dave mentioned that the new scanners have arrived and are ready to be deployed.

9. Other Business
   Mike explained the use of Class Climate for faculty evaluations. The Ricoh centers on campus are being used to print the forms, replacing the District IT staff for this task. Mike suggested exploring the possibility of shifting the process entirely to the campuses. April noted that the files were not separated by instructor when printed at the Ricoh centers. A decision does not need to be made now, however, Mike voiced a concern about staffing levels at the District for this project. It was concluded that the use of the Ricoh centers for printing worked well with the exception of sorting.

10. Next Meeting
    The next regular meeting date has a conflict with an L.E.A.D. workshop. The next meeting date will be determined.