



**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER**

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE

FEBRUARY 14, 2019

8:30 AM – 10:00 AM > DAC LAKIN BOARDROOM

MEETING NOTES

Attendance: Alexandria Wright, Damien Hoffman, David El Fattal, John Cooney, Kim Watters, Lisa Branton, Lisa Hopper, Mike Rose, Nan Duangpun, Oleg Bespalov, Pamela Yeagley, Rocio Avina, Sunny Le

1. Review Meeting Notes of 01/10/19 – Oleg
The notes were approved.
2. ModernThink Update – Dr. El Fattal
A few minor changes were made to the survey as a result of a meeting with Oleg, Dan, and Dave. Dave reviewed the timeline with the group.
3. SCFF Recommendations and Internal Deadlines – John
Dave shared and reviewed the submission workflow and timeline handouts. He explained that the deadline date is now a set date with updates not allowed as in the past. Departments will need to access their staffing and processes with the deadline dates in mind. Dave added that this information will go to Consultation Council.
4. District IRB Charter, Policies, Procedure Approval – Alix .
Alix reported that the IRB has not been put on the Chancellor's Cabinet agenda yet. She asked for, and the group passed unanimously, approval to submit the IRB documents and recommended procedures to the Chancellor's Cabinet for approval. Alix has received a request that involves state wide college data gathering. Pamela suggested Alix send the information via email to the three Deans and the campus Research Analysts.
5. Faculty Evaluations and Class Climate Update - Mike R.
The upgrade was completed yesterday. Krishna will take the lead for the final step needed for each campus scan station. Mike requested that he be informed of any additional scan stations on campus not involved in the faculty evaluations so these can also be upgraded as needed. The faculty evaluation schedule can be found in the knowledge base area online. The first group is set to run on February 22, then March 15 and April 9.
6. Continued Discussion: Auto-Awarding of Degrees and Certificates – Cynthia
This item was tabled until the next meeting.

7. Perceptions Survey – Lisa B.

The Perceptions survey was approved last year by IRAC. It was remembered that the Chancellor's Cabinet had other priorities last year. The group agreed to make a recommendation to Cabinet again this year for the survey be administered toward the end of spring semester. Qualtrics can be used; IT can assist with the targeted populations but would not have ownership of the project.

8. Campus 'Show and Tell' – Local Goal Setting for Vision for Success Goals -
Cynthia

Lisa H. shared that since all three campuses need to accomplish these same goals, discussing might be beneficial to all. It was decided to add this topic as a separate item on the March agenda.

9. Other Business - Oleg

- Lisa H. requested information on how numbers are checked for corrections. The campus CTE Coordinator was inquiring. John explained that there are several methods to verify; checking the components and comparing to the past, look at three separate metrics and check for matching the pattern, recreating the formula. John felt that the first was sufficient. Pamela also has had this question and has matched the numbers fairly closely. This might be a task that would benefit from development of a standardized method. Pamela and John will confer on the issue.
- Mike noted the impending Banner upgrade and migration to the cloud which is scheduled for the weekend before spring break. If all goes as expected, there should not be any noticeable difference for users. He explained that the creation of a reporting server may be set up sooner than anticipated. Argos will pull data from that server instead of the production server. It won't be dramatically faster, however, reporting will not slow down regular Banner usage during heavy usage times. Data will be uploaded to the reporting server nightly.

10. Next Meeting (March 14) – Oleg