



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

**INSTITUTIONAL RESEARCH ADVISORY COMMITTEE**

**MARCH 14, 2019**

**8:30 AM – 10:00 AM > DAC SANTA ROSA ROOM (#209)**

**MEETING NOTES**

Attendance: Cynthia Herrera, Damien Hoffman, Dan Watkins, John Cooney, Kim Watters, Lisa Branton, Lisa Hopper, Mike Rose, Oleg Besspalov, Pamela Yeagley, Rocio Avina, Sunny Le

1. Review Meeting Notes of 02/10/19 – Dan  
The notes were approved.
2. Continued Discussion: Auto-Awarding of Degrees and Certificates – Cynthia  
Cynthia attended a recent IEPI meeting in Santa Barbara. There is ongoing discussion on how to proceed. The state doesn't have the money to actually fund the colleges. Phasing in auto-identification is the first step. The process will be slow. Mike noted that a project request has been entered and scope analysis is needed. Mike and/or Cynthia will update the group as needed at the next meeting.
3. Equity Plan and Vision for Success Goals (Board items needed) – Oleg  
The group discussed the process. Each campus will submit to the Board separately. VC will submit in April. The Vision for Success Goals are due in May; the Equity Plan is due in July. The submission will be done online.
4. Perceptions Survey Chancellor's Cabinet Approval Update – Dan  
David will present the survey to the Chancellor's Cabinet next week. The group agreed to make a recommendation to administer the survey in April. If approved, the group will discuss the timeline at the April meeting. The group agreed that the survey should be distributed by the second week in April and remain open for three weeks.
5. District IRB Charter, Policies, Procedure Chancellor's Cabinet Approval Update – Dan  
David has the packet and will present to the Chancellor's Cabinet.
6. Campus 'Show and Tell'  
Dan shared information on the ModernThink employee survey. The response rate at the colleges is twenty-two percent; the District has a thirty-two percent response. Faculty have the lowest response rate. It was mentioned that some faculty thought the email was spam; the group agreed to make a recommendation to Chancellor Gillespie that a follow up email be sent with wording that would help indicate it is a valid VCCCD survey.

#### 7. Other Business – Dan

- Dan shared that he and Mike recently attended a meeting regarding multiple measures. The need to gather data pertaining to new regulations involving AB 1805 was discussed. After discussion, the group decided to invite a representative from that group to the IRAC May meeting. Mike will extend the invitation.
- Mike shared that the Banner upgrade scheduled for the weekend of March 22 is in full testing mode.
- The Class climate upgrade has been done. Mike shared that it was a little more difficult than anticipated. There is still some data clean-up happening but the software is working.
- Lisa Hopper asked about CTE. She asked for training on how to upload the information. Mike shared that Lynn is working with a prototype in Argos where files can be uploaded and it could be set up permanently; he will add it to the project list.

#### 8. Next Meeting (April 11) - Dan