VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH COMMITTEE
JANUARY 18, 2012
8:30-9:30 AM ➤ VENTURA COLLEGE CCCR

MEETING NOTES

Attendance: Michael Callahan, John Cooney, Dave Fuhrmann, Lisa Hopper, Lisa Putnam, Dave Keebler, Romelle Renner, Mike Rose, Victory Kitamura

1. Review Meeting Notes of 12/07/11
    There was a brief discussion regarding item number 3, IPEDS. There was an inquiry as to the status of item number 7, Microsoft Office 2010 Update, to which Mike responded that it was still on hold; there has been a delay of the Dell shipments; by the next meeting Mike should have done some preliminary testing. Dave responded to a question regarding item 9, eLumen Demonstration; a demo has been scheduled for tomorrow. Dave asked for verification that the 525 report name change had occurred, under Item 10, Other Business. John verified the name has been changed to the Production Report.

2. Data Snapshots
    John reported that snapshots are available for the last day of Fall 11 and the first day of Spring 12 first day. On January 30, snapshots will be run the fourth week of Spring 12.

3. Measuring Proficiency
    John inquired as to where/how the student proficiency award information is stored and measured. After a discussion, it was clarified that each campus maintains this information separately. It was decided that the Banner Student Project Group should be involved.

4. FTES Numbers Discussion
    Dave K. discussed his handout regarding FTES and budget allocation. He suggested that a guideline be developed that explains how FTES is derived. Different FTES are utilized for different purposes/reports, for instance CA FTES and funded FTES. It was suggested that possibly taking a view with the raw FTES and applying the parameters for the different FTES numbers. Dave F. will meet with John and Mike for further discussion about creating a view. Input from others will be needed. Dave will add this to the next meeting agenda. Dave will look into enhancing the nightly reports.

5. SharePoint 2010 Training
    Victory shared a handout with the SharePoint 2007/2010 on-site training options.
    He suggested that the focus be on SharePoint 2010 training as the migration from
    2007 will occur soon. The training options are organized by most favorable to least
    favorable. The vendors specialize in SharePoint as opposed to training for multiple
    products. A four day training schedule was discussed; there is concern that it
    would be problematic. Dave and Victory will work with the vendors to negotiate two
    two-day sessions. Dave will negotiate with the vendors for better pricing. The
    information will be brought to ATAC and back to this group.

6. Other Business
    Lisa P. noted that we have no trainers on campus; there is one person who is
    divided between the four sites. A request for a Technology Trainer should be made
    in this year's program plans.

7. Next Meeting and Meeting Schedule