



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE

AUGUST 8, 2012

8:30-9:30 AM > VENTURA COLLEGE CCCR

MEETING NOTES

Attendance: John Cooney, Dave Fuhrmann, Lisa Hopper, Dave Keebler, Lisa Putnam, Mike Rose

1. Review Meeting Notes of 07/11/12
There were no changes.
2. Listing of Current External Research Groups Participation
John would like to compile and publish a list of outside research groups with which the IRAC members are affiliated. He also would like to compile a list of groups in which there is interest. The group discussed and will send John the information.
3. Student and Employee Perception Surveys
The group discussed when to begin the project. Once the deployment dates are determined, the project start date will be set. Meanwhile, the key people on campus will be queried for their input. Dave will submit the recommendation to cabinet that the employee survey be deployed in early spring 2013, and the student survey be deployed in spring of 2014.
4. I.E. Report Updates
John distributed the latest version of the report and reviewed the updates that were made. The group discussed how to handle any minor update changes needed after the document is published. There was consensus to change the date range on the report to reflect the last month/year that is included in the data. The most current version of the I.E. Report was posted on the I.R. webpage.
5. Review Project List
The project list was reviewed and updated. Some of the projects were discussed in detail. The group agreed to begin a detailed definition project for the SDA data dictionary.
6. Other Business
Lisa P. submitted a request from Moorpark to add a field in the drop process for students to indicate their reason for dropping a class. The group discussed and decided to forward the request to the Banner Student Project Group with the suggestion to add this after census is taken so as to not complicate the registration process for students.

7. Next Meeting

The next meeting is scheduled for September 12.