VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTITUTIONAL RESEARCH ADVISORY COMMITTEE
MAY 8, 2013
8:30 AM – 10:00 AM ➤ VC ADMIN CONFERENCE ROOM

MEETING NOTES

Attendance: Connie Baker, Michael Callahan, John Cooney, Dave Fuhrmann, Lisa Hopper, Lisa Putnam, Mike Rose

1. Review Meeting Notes of 04/17/13
    There were no changes or comments.

2. VCCCD Master Plan Research Update
    Robin Calote has received the report. Lisa P. has been invited to attend the planning retreat in June as well as present at the June Board meeting.

3. Preparation for VCCCD Institutional Effectiveness Report
    Lisa P. reviewed the draft of the report that she had previously emailed to the group. There was a recent request from Pam to use the student success scorecard in this report. After a brief discussion, the group recommended that the scorecard information be presented to DCAP as an addendum to the IE report, instead of replacing the existing information. Text will be included for clarification and to avoid confusion. Input from Pam will be requested as to what parts of the scorecard are to be included, as well as the potential to greatly increase the size of the report. John has information in an excel graph that he will send to Lisa. The report is ready with the exception of the student success scorecard information.

4. Standard Terminology List
    - Student Success Scorecard Definitions
      John had some definitions which he shared, mostly related to English and Math preparedness. The group discussed the differences in relation to transfer level and college level courses. A course can meet competency requirements but not be transferrable. One cause for confusion is that Math and English are different. The most important measurement in the scorecard is Prepared and Unprepared. The definitions will need to be interpreted in order to understand them.
    - VCCCD Definitions
      Lisa H. brought up the issue of everyone using the same terminology for discussion purposes. The score card is still using older terminology. When talking about success, it means something different to faculty. Lisa will put together a first attempt at a list.

5. Development of a Data Warehouse
    After a brief discussion, it was decided to focus on this project beginning in the fall when the group reconvenes after the summer. This is a long term project and is on ATAC's priority list. Mike Rose will be the technical liaison and will meet with Michael to discuss in more detail. Dave will set up vendor demos in the fall.

6. Review Project List
    There were no updates; the development of a data warehouse was added to the list.

7. Other Business
    *   Clarification on DegreeWorks and program versus major was requested, including where the codes are stored in order to be retrieved for various reporting purposes. A brief discussion ensued and clarification was provided.

8. Next Meeting
    The next meeting will be scheduled in early September.