



IR Council Meeting
September 17, 2008
9:00 a.m. – 11:50 a.m.
Rio Salado College Conference Center

Members Present

Ajit Kelkar	Rene Willikens	Cindy Almendarez	Beth Hunt Larson
Keith Cantor	Cathy Hernandez	Donna Silber	James Waugh
John Catapano	Linda Hawbaker	Laurie Cohen	Paul Marsh
Linda Hughes	Mary Day	Tracy Salter	Damita Kaloostian
John Snelling	Amber Daines	Sue Starrfield	Jan Binder
Christina Hoedel			

Meeting Minutes – Meeting minutes from August and September’s IR Council meetings will be presented for approval at the October meeting.

Training –

ArcView (Keith C.) – This was first ArcView training session for the IR Council. Keith briefed on the baseline templates (cities, highways, and schools) that already exist on the shared drive. After Fall ’08 45th Day data is available, Keith will create a new layer file with the information and then notify the researchers. Also discussed was the need to provide a thorough evaluation of the Claritas iXpress data this year before deciding on renewing the license. One suggestion made by the researchers was to create headcount maps that reflected the ratio of enrollment population by zip code. Finally, formal training opportunities for ArcView will be available in late October. Contact Keith Cantor or James Mitchell at the District Institutional Effectiveness Office for details

IRIS (Tracy S.) – This month’s IRIS training covered ‘Deliverable Queries.’ A deliverable query is a ‘query within a query’ that joins with the master query. Two of the advantages of learning this tool are that it makes overall query file sizes smaller, and it speeds up query response times. Instructions for creating a deliverable query are posted in this shared folder: X:\IR Council\Brio Training\IR Council meetings\deliverable queries.

ECAR Survey (Veronica Diaz) – The IR Council was briefed on the ECAR (EDUCAUSE Center for Applied Research) Survey which evaluates student use of information technology. A FAQ sheet was handed out to the Council. The survey is administered electronically directly to the student. Questions were raised concerning the lack of sampling methodology. Ms Diaz stated she would contact ECAR to find out if they would be providing instructions on a sampling methodology to conduct the survey next time. Ms Diaz will report back to the Council in the coming months with her findings.

Joint A/R and IR Council Meeting (John S.) – A brief report out on the Joint A/R and IR Council meeting was provided. The New/Former/Continuing subject and the importance of coming to a clear definition of each were discussed. A Help Desk ticket is being submitted on

this topic to modify the program logic. John S. and Amber D. will be developing this logic and request the assistance of a third person. This ticket will be a priority 'P2'. Tracy S. will review for technical issues concerning the business rules.

ADE High School Graduation Rates (Beth HL) – Thanks to the efforts of Beth, we now have graduation numbers for Maricopa County high schools for the years 2006 through 2008. It is hoped that this new opportunity to gain this information will continue in coming years. As a reminder, high schools have up to one year to update their graduation numbers with the state. The graduation spreadsheet is available at X:\IR Shared\Arizona Department of Education\MCCC FY06-08_GraduationCounts.xls.

Dual Enrollment (Linda H. and Cindy A.) - Cindy is working with college DE coordinators to run the BOEXI Reports to clean up student and enrollment data. College researchers will not have to run DE queries as they have in the past.

BOEXI Reports (John S.) – Through the combination of my.maricopa.edu > curriculum management and SR2024 researchers are able to determine faculty load hours and validate through SIS (my.maricopa.edu)

Student Success Program (Laurie P. in absentia) – Minutes from the Student Success meeting were distributed to the Council. This program is being submitted to the CEC for funding approval. The request to the IR Council is to assist in developing common definitions and benchmarks for measuring effectiveness of the program. The desire is to also ensure we are using the same cohorts that will eventually be available in SIS (Student Groups) and in IRIS.

Dashboard Software – Darrel Huish, VC of Information Technologies, has put together a list of IT projects to be submitted to the CEC. If the dashboard software implementation has received a low priority or no priority, the colleges may elect to pick it up as a project.

College Updates and/or Other Topics –

DSS – It is planned that DSS will be ready for use following Fall '08 45th Day.

IRIS Tables – FERPA is not a snapshot value and needs to be removed from the Students table. It is under consideration to place it in the Email table.

Metadata Wiki – A request was made to place metadata in the Brainkeeper wiki. Linda H. will work on this.

45th Day Data – This year's Fall 45th Day is October 6th. Required information and analysis to be forwarded to the CEC is due to the District IE Office by Friday, Oct 17th.

Fiscal Year End Analysis – The Fiscal Year End Analysis is complete and has been forwarded to the CEC. The report is filed in this shared drive folder: X:\IR Shared\Enrollment Analysis\Fiscal Year\FY 2007-08.

Meeting adjourned 11:50 a.m.

Remaining IR Council meetings for 2008

- October 15, 9:00 a.m. at Scottsdale Community College
- November 19, 9:00 a.m. at the Rio Salado Conference Center
- December 15, 9:00 a.m. at the Rio Salado Conference Center