

IR Council Meeting
April 21, 2004

Members Present:

Donna Silber, Damita Kaloostian, Sue Kater, Nancy Osborne, Amber Daines, Sue Starrfield, Frank Tulkan, Jeremy Moreland, Crystal Theaker, Jan Binder, Tracy Salter, René Willekens, Georgia Gudykunst, Mary A. Day, Paul Marsh, Emily Lander, Beth Hunt Larson, Linda Hawbaker, Chris Lohl (recording).

Agenda Items

Introductions and Welcome

Georgia Gudykunst welcomed participants to the meeting. Linda Hawbaker introduced Gary Reiterman.

1. Guest: Gary Reiterman

Gary began by introducing the new Crystal tools we will be using.

- Crystal Reports 10 is the main reporting tool for building reports and data exports. It can be used to publish to the web, etc.
- Crystal training is being developed. The training will include data sources actually used (RDS, etc...). The classes will likely be taught by technology training.
- Crystal Analysis will be used primarily to create the data cubes.
- Crystal Enterprise is a web based report delivery tool. Reports will be pre-calculated and will be run on demand or a schedule. The reports will be sent via email, ftp, or other.

Our data sources (current and future) will include:

- Live/SIS transact data – very limited reporting
- Replicated data – copy of live, approx. 30 mins behind (depending on use). Will utilize SQL Views (db structure changes won't effect what we see).
- RDS – report data store. Simplified SIS data refreshed nightly. SQL Views.
- IRDW – new IR data warehouse.
- DSS – pre-calculated multidimensional OLAP. Refreshed weekly.

There will be several reporting aids:

- Visio db diagrams
- Field mapping
 - Web accessible
 - Search by source or target fields
 - In process of being built and verified
- SQL Views
 - Simplify reporting by linking multiple tables into single data source
 - Insulates reports from changes in underlying tables
 - Ensure correct table linking. Takes care of effective dating issues.
- District Supported Reports
 - Convert & document identified reports (RBA024)
 - Meeting with colleges to review needs
 - Identify common needs to leverage reporting effort
 - Provide colleges with the same level of reporting as currently provided
 - Distributed via Crystal Enterprise
 - Report documentation distributed via web

Any questions can be sent to: dl-dssc-reportwriters

2. Student Tracking in new SIS (student groups)

Two handouts from Debbie Lain were distributed with new SIS info. Debbie had asked the colleges for groups of students they wanted to track. The district wide groups on the first page were obviously missing the ACE program.

Linda asked for a small group to get together and give ideas back to Debbie Lain. The volunteer group is Nancy Osborne, Paul Marsh, John Snelling, René Willekens. There is not much understanding as far as the NSS structure, so it's not clear what groups should be tracked. There may already be flags or indicators for tracking purposes. Linda asked that everyone review and remark on the handout.

3. DSS/IRDW Status

Linda distributed four handouts and explained the current timeline:

- Currently comparing ODS to DSS & RDS and testing.
- Missing 4% FTSE, however, once Jason finds it the cubes will be ready to test (available on the web.) Data should be validated by the end of May.
- Crystal Analysis/Business Objects consultant will be arriving soon to help with reports.

University Cubes – Numbers don't match what is pulled from DSS. Jan Binder identified the issue and explained it in email.

Tracy got a suggestion from AZAIR/ASSIST conference. If we all share data, then all the data will be consistent within Maricopa. ASU will still report a higher number due to the 1993 issue. Once it is agreed, then we can propose it to ASSIST and it can be implemented.

Linda asked IR council members to contact her if there are any problems getting to University Data. Other cubes should be available this week or early next week.

IRDW Migration (see graphic on handout):

- Jan is mapping ODS to IRDW.
- Frank will help with validating and the checking accuracy of the Cognos conversion and documentation.
- Tracy will work on the Cognos transforms in the future.
- District will hire consultants to recreate the history.

IRDW Change Board: René, Beth, Mary, Georgia, Donna, Linda, Jan.

- #11: New name for the -new- IRDW project is IRIS.
- #14: Tracy will be out for Cognos training, there will be no weekly loads for the next 2 weeks.
- #24&25: Primary Users – We need to identify the non-IR users and determine whether or not they will continue to use IRIS as they have used IRDW. If anyone has a specific need, we need to accommodate it with IRIS, PeopleSoft, etc.
- ITS will want to know how/where people will be accessing IRIS (dialup, Cox, DSL, Home, work only). You may send this information to Tracy Salter.
- #26: Learn about RDS Reporting capabilities
- #30, 31, and 32: Change board will address migration of core tables etc. (What will need changes?)

- #36: In the past 6-12 months, is there something you wanted to do that should be implemented in IRIS, but couldn't be done in IRDW?
 - Tracy went over the IRDW table handouts. She noted that she did not list the snapshot tables.
 - 1st packet is user tables – Let Tracy know if there is an important user table that needs to be migrated, otherwise they will be left behind.
 - 1 page migration – AV views may/may not be migrated. XA is doubtful.
 - Other two lists – Will be migrated / will not be migrated. If you feel a table is not on the correct list, please contact Tracy.
- Amber Daines would like Student Addresses discussed at the next change board meeting.

4. Board Indicators / Monitoring Recommendations

Maricopa hasn't decided on the links between strategic direction, Maricopa Vision, Goals, Directions etc. (i.e. How do they align).

The plan is to share data with the board at a half day retreat. We will need to provide additional cuts of data for this.

Strategic planning is trying to incorporate this process. The idea is for this to become a routine data access process to provide data online in an electronic format for self-service. The time at retreats would then focus on how to use the data, rather than looking at the process involved in getting the data. Self-service data is a key issue.

Monitoring Process:

- Trying to get away from hard copies. A few more cuts of data are needed, but we don't want a bulky report.
- Suggestions?
- Deans will probably push for individual cuts of data per college, unit, etc... not public but for unit retreats etc.
- For November the goal is to have a short draft of the Assessment document. Comments and suggestions are needed ASAP.
 - Sue – There are minor formatting issues etc that need to be revised.
 - Jan – Needs some explanations as far as why there are differences in the amounts of trend data (i.e. some trends have 3 years, others 5... why?)

5. NCCBP Indicators Project for 2004

Glendale has an NCCBP template made for the web, and is willing to share for consistency across the district.

Colleges do not have to pay for 2004 but everyone will have to pay in 2005. Queries are written for most of the report, so it will not be labor intensive (for those wishing to participate that did not last year). Glendale has modified average classroom size query to handle concurrency, and will share it with the council. For those participating, the NCCBP Indicators data must be in by the end of June.

CEC is more interested after Seybert's paper was published – be aware.

A sample report of one of the colleges was distributed for all to see. Page 2 – There was a change in the reporting structure so as not to point out a specific college.

When the report is complete, we will be able to access a database and choose like colleges by range of data (not by name) so you can make comparisons.

Another Kansas Study is in the works – The Kansas Study on Instructional Costs / Productivity Indicators (i.e. cost per FTSE). This will be an in-depth study with many questions that will require financial cooperation.

6. HCC/NCA Operational Indicators

Donna handed out packets for HLC/NCA. Lady Brabnam plans to have it sent out by the end of April. Each packet has IPEDS, re-run IPEDS EAP for last year to make corrections. The first part is NCA information and a page of instructions. For all Fall IPEDS, steps are explained on how to get the information for each category.

IPED Queries will be put in a shared folder once completed. The Curriculum Office is preparing a report for educational programs. NCA will probably only ask for the number of programs, but there is a chance they may ask for a full list of programs. Finance will give us everything we need for the finance sections. All documents / press releases will be put on the shared server. In places, the document will say “see district report.” Please note that the district report will be available on the server.

How to report non-credit: NCA would like non-credit students only (non-credit taking not for credit courses). However, we don't report that way. We can do it our way (vocational / a vocational) with footnotes, or report non-credit only as they asked.

There was discussion on the usefulness of the report, as well as several problematic issues. Lady will offer 2 hour conference calls every other week (100 slots available) once the reports are made available online.

7. Faculty Research Institute Proposal (GWC)

Sue Kater explained the idea behind the proposal. She would like to create an entity to bridge the gap between University research and the practitioners. The project would be funded by the Lumina Foundation or someone else interested in community colleges.

It will focus on writing broad research reports such as Baccalaureate offerings by community college. It would be a standalone, self sufficient entity.

There were questions asked about the funding and staffing implications, as well as the type of reports that the Institute would create. Sue suggested that it might act as a clearing-house of sorts in the future.

8. District IE Server – shared and read folders

Tracy quickly circulated the server structure. Georgia asked for feedback on the environmental scan folder structure. It was agreed that the topics from strategic planning would be sufficient for the time being. The ArcView folder was noted to contain collective work.

Meeting Adjourned

12:30AM

Next Meeting

May 19, 2004