

IR Council Meeting

Wednesday April 20, 2005

Members Present:

Rob Alford (PC), Jan Binder (PC), Mary Day (CG), Georgia Gudykunst (DO), Cathy Hernandez (GW), Linda Hughes (SC), Sue Kater (GW), Beth Hunt Larson (MCC), Paul Marsh (PV), Suzanne Martin (HCIES), Tracy Salter (DO), Christina Santacruz (MC), Donna Silber (DO), John Snelling (EM), Sue Starrfield (SM), David Sweeley (Rio), René Willekens (EM), Genevieve Winter (Rio), Patience Akpan-Obong (DO), recording.

Meeting convened at 9:00 a.m.

Agenda Items

NCCBP Demo benchmarking tool (handout)

-- Rob Alford and Jan Binder

Rob and Jan gave a presentation on different ways of accessing the database of the [National Community College Benchmark Project](#). For instance, the “filter institutions” option can be used to compare one’s institution with like institutions, a useful tool in preparing a peer analysis report. IR Council members were encouraged to take advantage of the benchmarking tools.

Brio Tips

-- Tracy Salter

Tracy addressed various Brio-related questions: 1) How does one find the FTSE that a cancelled class would have generated? 2) Would the data still be available if a class was cancelled before or after 45th Day? Tracy asked Linda Hughes to send the query to her, promising to look further into ways of finding the information.

She then went on to demonstrate joins of inequality – useful in generating multiple-year cohorts, for example. She also reviewed the ASSIST training presented at during AZ AIR conference earlier in April.

Transcript Data Updates (handout)

-- Tracy Salter

Tracy distributed a three-year district-wide report of the number of Maricopa transcripts sent to other institutions. She organized the data by number of transcripts, number of students and by the top 25 institutions receiving transcripts from Maricopa. This report is available on the IR Shared Drive in the “transcripts” folder. The project was aimed at

examining the feasibility of participating in a national student clearinghouse to track students.

Downtown Project (handout)

-- Georgia Gudykunst

Georgia shared a summary of an environmental scan report on the West Valley conducted by some community groups and some government and non-governmental organizations. Four Maricopa colleges are reviewing the report as they consider the possibility of collaborating to set up a downtown center. She will give more information on the project at a future date.

National Students Clearinghouse (handout)

-- Tonya Drake, District Director for Students Development

Tonya came to speak on Maricopa's plan to participate in the national students' clearinghouse (NSC). The NSC originally set up as a non-profit project to serve as a link between students and financial aid providers has expanded its role to include enrollment verification and degree completion data. Maricopa entered into a contract with the NSC to start participation after the new student system begins next Spring.

There are some questions and issues to be addressed. Who will get access to the database? Who will want access? What kind of student records will be sent and what will be withheld under FERPA? Will the data be in the form of year-by-year snapshot or multi-year data? How many times will reports be run? (The NSC data are updated three times each semester – beginning, middle and end.)

Tonya said a half-day workshop is being planned for the Fall to provide a forum to address these issues. IR Council will be invited. Tonya invites suggestions and recommendations to put on her agenda for her regular meetings with Maricopa VPs of students services.

9010 Report

-- Georgia Gudykunst

Georgia gave an update on the 9010 Report: The faculty executive council (FEC) is very pleased with the work done on the report. The FEC hopes that it can be updated yearly (in Spring).

The issue of what to do with the health prefixes remains unresolved. Georgia reminded the group to get comments and feedback from their colleges. She welcomes suggestions on how to make the report more useful to the FEC.

National Studies: NCCBP and Kansas

-- Georgia Gudykunst

Georgia said she needs to know by May how many colleges are participating in the NCCBP indicators study. July is the deadline to turn in the data. So far, five colleges have indicated interest. At least seven colleges are required for Maricopa district-wide reporting. The fee is \$1000 beginning this year. The District IE Office can run the queries for everyone.

Georgia indicated that two colleges may be interested in trying to establish data for the Kansas Study. Updates will follow. There is no fee for this year.

Research Institute

-- Sue Kater

Sue gave an update on the research institute proposal earlier circulated to the IR Council. She said nothing has changed much as the project is still in the conceptual stage. Essentially, the proposal is based on the need to bridge theory and practice in such ways that community colleges can generate ideas for research about them. At the moment, most studies about community colleges are based on theories developed within the framework of four-year institutions. Sue stressed that the idea is neither hers nor Gateway's but that of people within Maricopa and ASU who are interested in doing studies on community colleges and related policy studies. She will play a supporting role in the research institute.

Similarly, there will not be much involvement from the IR Council except in an advisory capacity and resolving questions of standards and ethics.

For now, the concept needs a major research project to kick it off, generate funding and a home. The next step involves a presentation of some ideas on possible research projects to the FEC and the IR Council for feedback. This will be followed by contact with Grants to develop some funding possibilities. Sue will bring some proposed topics to the next IR Council meeting.

Governing Board Retreat and Possible New Indicators

-- Georgia Gudykunst and Mary Day

Georgia and Mary gave feedback from the governing board retreat. The NCCBP indicators will continue to play a critical part in the annual monitoring report.

IPEDS Unit ID Proposed Changes, peer analysis tool and HR data (handouts)

-- Donna Silber

Donna spoke on three issues:

1) Starting from 2005/06 winter the three human resources report – Salaries, Staff and EAP – will become one report. The rationale, discussed in detail at past IR Council meetings, includes the need to avoid repetitions since the three reports essentially address the same variables.

2) Georgia distributed the peer analysis presentation by Ellen McGregor at the AZ AIR conference. Donna asked IR Council members to use the peer analysis tools to look at their college variables. If there are variables that need to be changed or added, contact Donna by May 15.

3) She is still compiling information on the new student's unit record (UR) proposal from her IPEDS conference in San Antonio for the next meeting.

Draft Data Access/Use Document/Timelines (handout)

-- Georgia Gudykunst

Georgia gave out the draft data access document for review and comment. The document is based on the overarching concept that people should only access what they need to do their work. This is why it relates to the IR Council and why the document will be discussed at the IR Council retreat.

The document generated some discussion on how to deal with public record requests. For instance, the faculty grade request (discussed during the March meeting) was put on hold because it was going to cost too much money to produce and send the record to the requesting agency. The agency then asked for it electronically but the report does not exist in that form. According to the law, one does not have to create a record that does not exist.

René made the point that there is a distinction between *gathering* function and *research* function that needs further discussion. Jan suggested that Teresa Toney, the District ombudsperson, should be invited back to provide further clarification.

Retreat

René distributed maps on how to get to his cabin in Happy Jack, Arizona for the IR retreat (May 6, from 10 a.m. to 5 p.m.) There was a general discussion on possible topics to be addressed during the retreat.

Adjournment: 11:39 a.m.

Next meeting: IR Council Retreat, May 6