



## **IR Council Meeting**

November 15, 2006 9:00 a.m. to 12:00 p.m.

District Office, Maricopa Room

### **Members Present**

Ajit Kelkar, Cathy Hernandez, Jeff Simonson, Sue Kater, Donna Silber, Amber Daines, Mary Day, Nancy Osborne, Tracy Salter, Linda Hughes, Linda Hawbaker, Beth Hunt-Larson, Damita Kaloostian, Dan Huston, René Willekens, Paul Marsh, Laurie Cohen, Laurie Pemberton, Jim Waugh, John Snelling, Jan Binder, Judy Holley-recording.

**Colleges not represented.** RSC

**Guests.** Dr. Jerry Davis

### **Hyperion Tips - Student Intent. Tracy**

Tracy distributed handouts for a discussion about determining a student's intent by evaluating current intent and student goals. These are also located at X:\ir council\Brio Training\ir council meetings\current intent\. One set of handouts showed the percentage of students at each college that did not declare a goal and/or an intent. Tracy then showed the logic used by the district office for the Monitoring Report, which used specific programs and awards (7152-transfer to bachelor program, ATP-transfer) to categorize student intent. The mutually exclusive categories were degree+transfer, cert+transfer, degree, cert, transfer, workforce, personal interest and unknown.

### **DISCUSSION ITEMS**

#### **Annual Report to the Governor Course Report Debrief. Tracy**

Tracy distributed handouts. Today we would like to discuss process as it has been and what was difficult. Begin the process for next year. We will only have to collect data next time for one year. We have to report on non credit and skill center. We submitted PDF files and they are out on the X drive. There is a 'read me' file and examples of descriptions for courses. They were either standard or non-credit courses. We had to create unique identifiers for non-credit courses, consisting of the college, term, and section#. Enrollments for non-credit courses could not be tracked term-to-term because there is not necessarily commonality, even for courses with the same name. Therefore, all non-credit courses were listed for each of the terms requested.

Credit course detail, including enrollment and FTSE, was provided for the last three years. We provided ranges for tuition and fees from highest to lowest and are based on how the course was delivered. The credit information came from the IRDW database and the curriculum database. The course fees came from the ODS database. The 'provision assignment' is the work that Linda did last spring working with the VPs to assign 'provision codes' to courses. VP's reviewed the final document.

## **IR Council Meeting**

November 15, 2006 9:00 a.m. to 12:00 p.m.

District Office, Maricopa Room

### **Annual Report to the Governor Course Report Debrief. Tracy (continued)**

All of the data used to create the report has been stored in tables in IRDW. We will be restructuring the data tables according to how the data might be used. Perhaps the range of the fees could be arranged a particular way. Please let us know if you have a use for this data.

How should we collect the non-credit data next year? We should be able to use the new system. We should make a request to Jason to get the data next year-all the colleges' course descriptions. Could we receive the reports for course descriptions back for next year? This year we had issues getting the skill center and ABE/GED data at the level of detail required by statute. Are there any solutions for resolving these issues prior to next year?

### **CCSSE Common Questions. René**

Rene distributed a handout that had a comment from Rory Gilbert on question #4. The document includes work from the subgroup. The District is cost sharing this year for Noel Levitz and CCSSE surveys. CCSSE core questions were created district wide. The first concept was to keep it short. We wanted to limit the questions. Five questions are used by CCSSE. There was discussion on wording of some of the questions. The Council resolved that the CCSSE subgroup will make final changes to the questions. Rene will send the updated version of the questions out at a later date.

### **Using the Noel Levitz Instrument. René, Dr. Jerry Davis**

Dr. Jerry Davis distributed two handouts. The handouts included selected references and suggested readings. Topic was on Educational Production Functions and the Effects of Transaction Costs on Student Performance Outcomes Within an Urban Community College. When you invest in a college, student outcomes should go up. Dr. Jerry Davis gave an overview of the following:

- *The Problem:* Lack of a positive relationship between investment and student performance outcomes.
- *Speculation:* Does Dr. North's findings of the relationship between TAC's and the acquisition of property rights play a role in the problem? If so, how might it be characterized?
- Implement a statistical test to determine if North's relationship exists within a community college.
- Can the existence of the relationship help explain why the problem exists?
- Develop a model that defines and underlying economic behavior within students.
- *Implication of variants:* Possible non-linear relationships, testing the relationships of organizational change and its effects on students.
- *Discussion:* How do you invest/implement organizational change so that TAC'S are minimized?

### **Annual Monitoring Report. Linda**

Linda handed out the annual Institutional Effectiveness Monitoring Report.

## **IR Council Meeting**

November 15, 2006 9:00 a.m. to 12:00 p.m.

District Office, Maricopa Room

### **IPEDS Completions and Institutional Characteristics. Donna**

The IPEDS Fall 2006 Institutional Characteristics Report has a few changes. It now includes estimates of FT/PT Fall 2006 headcount. Total headcount will be the same on fall 2006 Enrollment Report, but the FT/PT numbers may change slightly after the RTK review process. The first time cohort estimates by FT/PT are also included. There is no longer information on accreditation on the IC Report. It is displayed on the IPEDS COOL website now. Donna will send a list for your review. Please send back comments if there are any additional accrediting agencies for your institution. The Completions Report is now more user friendly (formatting changes). The unit record proposal is still being discussed, but doesn't look very likely. If that idea is nixed, there could be up to three additional IPEDS reports generated to gather more accountability information for the government.

### **Additional Workforce Reporting Requirements. Tracy**

JLBC re-requested data for the Governor's Council on Workforce Policy report that the community colleges felt did not apply to them (such as the qualifying wage for the county, number of incumbent workers trained, etc.) The community colleges decided to report CPIII Occupational Participants as the number of workers trained. Pima and MCCCDC will work together to prepare the numbers for all of the college districts from the data submitted by the colleges Oct 1 for CPIII.

### **Full Time Faculty Ratio Report (9010). Linda**

A 9010 report request came from FEC. Linda has a call into Janice to see about doing this in the spring when it is usually done. The RFP was rewritten last year to include only fall, but we were supposed to have an average for fall and spring data per FEC. Linda will send an email to IR Directors asking who did the report last year and gather some data before proceeding. Linda will advise the council of the outcome at a later time.

### **Update on AGECS Becoming Awarding. Dan**

The district curriculum committee determined that as of the spring 1999 term that the requirements of the various AGECS programs were embedded within their corresponding associate level degrees. In the fall 2005 semester the AGECS programs became awarding (certificate). Additionally, also effective the fall 2005 semester, the A&R Council agreed that when a student is awarded an associate's degree which has an AGECS program embedded within its requirements, that the student should also be awarded the corresponding AGECS certificate. Two handouts were distributed. The first handout was a matrix which lays out the parameters for querying IRDW for students who may not have been awarded their AGECS certificate as of the present time. The second handout illustrated such a query. There is a more advanced query available that looks at all of the associate level programs and all of the AGECS programs in one query and summarizes each student's degrees. It is on the X:\ drive in this folder: X:\IR Council\Embedded. At the end of the month Linda will be going to the A & R Council meeting and that council will discuss if they will plan to clean up the data. These documents serve as information tools until further actions are decided and taken by the A & R Council. Dan will create a list for each college that identifies students who have not yet been awarded their AGECS certificate.

## **IR Council Meeting**

November 15, 2006 9:00 a.m. to 12:00 p.m.

District Office, Maricopa Room

### **Undocumented Students. Linda, René**

Linda distributed a handout. Colleges are asking what is the estimated impact of undocumented students to headcount and FTSE? Mary and Linda suggested looking at the residency and the citizenship and then looked at FTSE values. How is A& R inputting them into the system? A&R has a sheet that they use to make their determinations. We need to get a copy of this document to better address this issue. Rene looked at student numbers in the ESL program. He also looked at the 999 numbers for the ESL students. Are there other ways we could estimate these? Pete Kushibab does not think we have to ask people for proof. He said we don't have to implement it today, but we need to think of it as a fiduciary responsible that would have to be addressed eventually in the future. We will have to have a box asking them if they are a citizen. ASU is going to look at using a service that you purchase that will validate citizenship. Rio estimates their ESL program would be affected by about 60%.

### **UV Grades in ASSIST. Tracy**

Starting in fall of 2004 ASU started issuing grades with a + or a -. The grades are now in a code table. If you go to their catalog you can look up how the grades work out with GPA's. If you have a query that selects certain grades, you may need to add these + or - grades. NCCBP queries will have to be adjusted to incorporate the plus and minuses.

### **CCBenefits Strategic Planning/Environmental Scan Service on Web Site. Linda**

CCBenefits, the group that does the economic impact study, called a couple of weeks ago to say they had a service we can purchase; they have given us access to try it out. Linda will set something up at a later date to do a demo and she will send an email with information. Anyone who uses Claritas is encouraged to attend. The service costs about \$5,000 a year. They have a lot of information in regards to workforce development.

## **COLLEGE UPDATES**

- **Glendale Community College.** Amber gave an overview on the BusinessObjects projects package that they purchased and the dashboard project they have experimenting with. There is a student demographics piece where you can pick from different locations, semesters and demographics on the model that Amber developed. It is highly interactive and creates fancy reports. The other model is a larger model regarding FTSE pulling any location, department and you can pull FTSE, enrollments and sections. They have 10 years of data in it currently. The downside is that the file sizes are immense. Xcelsius takes everything and moves it into a flash file. Everything is taken out from Excel spreadsheets in Ambers models. The trickiest part is setting up your Excel tables so the data transfers nicely. You can export from Word, Excel, the internet, or PDF. You would have to load your FTSE data three times a year. Links regarding this dashboard presentation are as follows:
  - Crystal Xcelsius - you can get a free trial that is fully functional, you just can't save any work. You can preview some of their "showcase" dashboards that are pretty cool at <http://www.infommersion.com/>.
  - GCC web site - use "gccguest" as the username and leave the password blank. Got to <http://www.gc.maricopa.edu/crs/>. There is one dashboard under the "Students" page and one in the "Enrollment Management" page.

## **IR Council Meeting**

November 15, 2006 9:00 a.m. to 12:00 p.m.

District Office, Maricopa Room

- **Chandler-Gilbert Community College.** Mary Day shared that the North Central Accreditation was completed at CGCC.

### **INFORMATION ITEMS**

#### **Proposed Meeting Dates for 2007. Judy**

Judy distributed a handout with the proposed meeting dates for 2007. Judy will send out an email with the finalized dates for the 2007 meetings to the Council.

#### **Open Discussion. All**

- 2040 reports were distributed and the data is out on the shared drive (X:\) under IR Council\State Reports\2040. Nancy
- Donna will be doing work on analyzing data on how many times students repeat courses. The analysis will also include what the impact is. Donna will be sending this report to the curriculum director by December 4<sup>th</sup>. Linda

### **ACTION ITEMS:**

- 1) The Council will advise Tracy on how the data for the Annual Report to the Governor Course Report might be used so she can structure the data tables accordingly.
- 2) The Council will make recommendations of solutions to obtaining the college's course descriptions for the Annual Report to the Governor.
- 3) Rene will send an updated version of the CCSSE common questions out at a later date.
- 4) Donna will send a list regarding accreditation for the IC Report to the council members.
- 5) The Council will advise Donna of any additional accrediting agencies for their institutions.
- 6) Linda will send an email to the IR Directors asking who did the 9010 report last year and gather data before proceeding with the current 9010 report request from FEC.
- 7) Dan will create a list for each college that identifies students who have not yet been awarded their AGECE certificate.
- 8) Judy will send out an email with the finalized dates for the 2007 meetings to the Council.
- 9) Linda will arrange a CCBenefits demonstration meeting and advise the council of meeting details.

**Next Meeting:** Wednesday, January 17th, from 9:00 a.m. to 12:00 p.m., District Office, Maricopa Room