



IR Director Meeting

June 16, 2010

10:00 a.m. – Noon

Members Present

Mary Day-CG

Beth Larson -DO

Laurie Cohen-SC

Paul Marsh-PV

Damita Kaloostian - SM

Rene Willekens- EM

Alka Arora -GC

Jan Binder- PC

Retreat Planning

The group would like to have an update on the clearinghouse in terms of how it can be used from Tracy in the morning. They would like a Q and A session and discussion of potential research questions to be answered or report that would be most helpful.

- If possible would like a conference call concerning Noel-Levitz.
- Also some games or activities. Jan will coordinate the games.
- Potluck for snacks and all will go to lunch somewhere close. Fiesta Inn?
- Afternoon session will be ASSIST training in the lab.

People will be asked to volunteer to participate in discussions on the various topics that are important throughout the year. The topics that were discussed are: 1. Graduation rate calculations; 2. Staffing report analysis; 3. Noel-Levitz results uses; 4. Analysis options for student success; 5. Guiding principals and results for IR. There may not be time to have breakout groups, however.

Noel-Levitz

Review Results

The results were reviewed for the district. This is the first time that all colleges participated at the same time.

The results show that there are many areas below the benchmark. It is important to look at the level of satisfaction as well as the comparison to the benchmark. Strengths can be below the benchmark.

Some data concerning the administration and sample size will need to be presented. There may have been some slight differences but overall the results should be comparable.

We should have a debrief and discuss how to be sure the administration and samples are similar. (Using surveys that are incomplete vs. not submitting) Participating rates. Time in term etc.

Not all colleges have a past administration for comparison so change over time will not be possible. Some can do year to year change.

A description of how the information has been used for improvement would be helpful.

The items that relate to the various 21st century teams could be broken out and distributed to the teams. Linda did this analysis.

The analysis should look at gaps and satisfaction scores.

It was recommended that colleges be compared in the tables. I will discuss with Dr. Maria Harper-Marinick to determine the type of analysis that is being requested.

Support from Noel-Levitz - Julie at Noel-Levitz will make herself available for a conference call. She also said that she will let us know when a webinar will be available for our participation.

Additional reports: Dr. Harper-Marinick approved the purchase of addition target reports that will compare the day, evening, Hispanic and first-year students to a similar cohort of students. These will be ordered for all colleges.

Planning a fall meeting: The potential meeting in the fall with Noel-Levitz has not yet been approved by Dr. Harper-Marinick. Beth will follow-up.

21st Century projects

Faculty Staffing 90:10 – The Faculty/Student Ratio Team has IR representation (Alka and Beth). They are planning to revisit the faculty staffing reports. This would be an area for input from IR. As topics arise will ask for input. The committee is comprised of faculty. It is on the 21st Century Site.

Scheduling Software – One area that was discussed was how to determine classroom utilization. Amber prepared a query that colleges could use to determine is the classroom capacity. Jan also has participated in this discussion. The query will be made available if the committee requests it. Also, the use of R25 was recommended.

Student Success ITS - This committee is still working to define ways to automate the student success process. Updates will be provided.

Other Topics: HEOA

We will provide some examples of how colleges have presented data on their web pages. There are many elements required that come from a number of sources. The IR office will provide more suggestions of how to present the data to students.

Data was shared with the Student Services Administrators. The information is supposed to be shared with prospective and current students in July so the information was sent in an excel table. There is not a centralized HEOA planning group so each college is responsible for deciding how to disclose their information and what format to use. A resource for colleges is available <http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2010831rev>

National Postsecondary Education Cooperative. (2009). *Information Required to Be Disclosed Under the Higher Education Act of 1965: Suggestions for Dissemination (Updated)* (NPEC 2010-831v2), prepared by Carol Fuller and Carlo Salerno, Coffey Consulting. Washington, DC. A web page is suggested by NPEC on each web site but it also stated that it can be provided in print form. The document and other information is on the shared directory. X:\IR Council\HEOA Reauthorization

This is the message that was sent from Donna Silber.

“The following reports will be provided for your use and, according to the Act, the information must be made available to all current and prospective students:

- Student Body Diversity Report ~ Fall 2008
- Retention Rates for First-Time, Degree/Certificate Seeking Students ~ Fall 2008 – Fall 2009
- Graduation and Transfer-Out Rates for First-Time, Full-Time Degree/Certificate Seeking Students – Fall 2007

In addition to the reports above, the following reports will be provided for your use. According to the Act, the information must be made available to prospective student athletes, the student's parents, high school counselors, and coaches at the time the institution offers athletically related aid.

- Student's Receiving Athletically Related Aid
- Graduation and Transfer-Out Rates for Students Receiving Athletically Related Aid for First-Time, Full-Time Degree/Certificate Seeking Students
- 4 Year Average Graduation and Transfer-Out Rates for First-Time, Full-Time Degree/Certificate Seeking Students

Suggestion to meet again

The group would like to meet more often. The meeting would not take the place of the IR Council so would have to be sure the agenda is clear. This meeting would not include the training aspect of the IR meeting.

Meeting adjourned at Noon.

IR Council Retreat:

July 22, 2010, 9:00 a.m. – Noon at Rio Conference Center, lunch break, afternoon District Office Training room 300.