

IRC Minutes**Friday, September 7th, 2012****ANNOUNCEMENTS:**

1. CUNY has posted the documents of the Joint Retreat assessment from last June on the OIRA web page, and the evaluation from the retreat will be posted soon.
2. www.cuny.edu/ir – the new look for the public site. There you will find the OIRA login which will take you to the password-protected site.
3. This fall we begin full administration of the CLA on all campuses. Pilot versions show that students come in with a higher level of proficiency than expected, even in community college
4. Student Experience Survey data is now available from 2012.
5. For senior colleges, the faculty survey data are also available, and will be presented to the provosts in October.
6. Colin Chellman is the new director of IR at Central.

AGENDA ITEMS:

1. Introduction to CBIL and Other Developments with the IRDB
 - With different colleges setting up their own reporting solutions for CUNY 1st, there is a risk to the college. Many definitions (like transfer) need to be redefined consistently across CUNY. Different programs will come with different solutions, which makes a problem for comparable data.
 - IT offices are setting up reporting solutions for administration needs.
 - CUNY Central OIRA has been working hard to provide a CUNY 1st, standard solution for reporting for IR needs. This has been called “Business Intelligence Software (CUNY Business Intelligence Lite or CBIL)”. This is an incremental approach.
 - The ADW has tables labeled SS_ which are from SIMS, and some labeled CF_ for CUNY First. These tables were loaded overnight, but there is not the capacity to upload all tables every night. The main access to these tables have been through Citrix and Crystal Reports.
 - CUNY Central OIRA has flattened some of the linked tables into flat files such as “Course Facts” but they now have CBIL History Facts and CBIL History Course Facts. They also have ID numbers including SSNs, Addresses, and other student attributes. Major (Program) information has not been developed yet. Those on CUNY 1st live note that they need the plan and the subplan as well as the major.
 - Ariel demonstrated the CBIL History Facts Business Area in the IRDB. There are fields that begin with CF, which use CUNY 1st variables, and fields that start with IR, which show the more traditional IRDB terminology. You can make your own look up directory by selecting IR and CF variables to see how they are related.

- Other information about fields in CUNY 1st:
 - IR Course Type has been loaded in CUNY 1st under CF Requirement Designation, with a new code set. RLA = regular, Liberal Arts.
 - CUNY First calls equated credits “Units Progress” but the “Equated Credits” field still exists in the CBIL tables in IRDB.
 - Many of the course attributes that are available are not yet being used by the schools on line, so “honors sections” for example, don't show up for many records. The registrar needs to update these attributes based on class number.
 - Online courses are related to “instruction mode”
 - Clinical courses are listed in the codes for Requirement Designation.
 - Many different definitions exist in CUNY 1st for “units” – related to remedial hours, billing hours, financial aid hours, contact hours, etc. These can be seen side by side in CBIL so that you can confirm if you are using the right variables to look at full- and part-time, or other reasons.
 - Student Groups: ESL can be a group. McCauley Honors College is a group. Students will be in multiple groups.
 - There are a number of issues about identifying Freshmen or readmits consistently. There are a large number of new students who are unclassified because they don't appear also in CAS or ASTA, which identified new students as freshman or transfers.
 - Ideally, the CBIL History data can be queried to get the SHOW-REG staging table which allows for OIRA to work with the traditional logic to load History Facts.
 - Fall 12 History Facts does include some data already in IRDB test 2, such as number of new freshmen.
 - We should be able to have faster uploads for data in the IRDB.
 - CBIL will eventually be a full set of data updated daily for current semester(s).
 - A new workbook called IRDB Load Status.... Shows what data has been updated in Test 2/Prod 2.
 - Big Thanks to ARIEL for getting this together. ORIA Central would like schools to provide requests for what should be the next priority in this system.
2. Starting 2012-13, CUNY colleges are expected to administer the Noel-Levitz Long-Form Student Satisfaction Inventory (NL-SSI) biennially.
- The survey will switch off with the CUNY Student Experience Survey; such that in 2013, data from the NL-SSI will be used for the PMP; in 2014, the CUNY-SES will be used; in 2015, NL-SSI; and so forth.
 - PMP targets for 2012-2013 where NL-SSI will be used to set baseline metrics include 6.1, 6.2, and 9.1
 - Response rate will be a context indicator, not a prime indicator in the PMP.
 - Many faculty don't want to give up classroom time, which is a problem for getting a good response rate.
 - By October 1, colleges are expected to provide a preliminary implementation plan specifying how they will address:
 - Data collection
 - Sampling plan

- Script for implementation
- Calendar for implementation
- Informed consent materials
- Ten items of our own that we would add
- Contingencies if the initial plan does not work
- Colleges must order a certain number of long form surveys, paid for in increments of 25; NL recommends that we sample 20% of the population. (which may be too expensive).
- Colleges are expected to place their own orders and pay their own invoices. Central office will reimburse colleges for 50%.
- Christine will distribute sample implementation plans and instructions. At least a draft implementation plan will be needed by October 1st.
- The results will be used in the PMP. But this is not the only reason to do Noel Levitz.
- Schedule the in-class survey for the class immediately after mid-term.