

IRC Minutes**Friday, February 22nd, 2013****ANNOUNCEMENTS:**

1. Assessment / Institutional Research Council Joint Retreat.
 - Thank you to Meg McAuliffe for volunteering to host this year's Joint Retreat at Queens College and serve as Chair of the Joint Retreat planning subcommittee.
 - The currently plan is to hold the event on June 14, 2013, although this is not yet final.
 - A subcommittee is being convened to help plan the event and identify a theme.
2. The IR Council plans to convene a subcommittee to create a CUNYFirst data book that would:
 - Document and compare key IR variables found in 805, i184a, CUNYFirst, and CBIL
 - Identify permissions required for access to different CUNYFirst queries.
3. Business Intelligence software platform OBIEE has been purchased and the servers are now being set up to meet the requirements of the program. There is a general plan, but no timelines yet.
4. Giljae Lee was introduced as the new Director of Policy Analysis.
5. There is interest in CUNY at the upper levels in participating in the Delaware study on productivity. Baruch has also been interested.
6. CUNY Central needs a list of dorm residents, including Student or EMPL ID, first and last name, for Fall 2011 and Fall 2012. Provide two lists: one for each semester.
7. Student athletic directors should be contacting IR to submit lists of student athletes. IR is to clean up the lists. Needed for many years.
8. Have any colleges collected any data on wages or employment for graduates? Let Colin Chellman know with copy to Giljae.

AGENDA ITEMS:

1. Noel-Levitz Response Rate
 - CUNY OIRA expects to get a results data file for each college's SSI by May 1 (although this is not yet set in stone). It takes approximately 7-10 days to get a data file from Noel-Levitz from completed survey forms.
 - CUNY OIRA also requests scale data by that date.
 - Although a random and representative sample would be ideal, in some cases where participation is difficult to obtain, a large and representative sample may be sufficient. Results may also be weighted if the sample is not sufficiently representative.
 - The student experience survey will change and will be used to measure things that Noel Levitz doesn't. The SES will look at first generation in college and income and other student characteristics. Most of the general satisfaction data is to come from Noel Levitz.

- Noel-Levitz will be administered every other year, in either fall or spring depending on what the school wants to do (i.e., a college may begin administration of the next Noel-Levitz SSI in either Fall 2014 or Spring 2015).

2. CBIL Resources

- Sarah Truelsch met with the IR Council to provide a brief catch-up session on CBIL (CUNYFirst Business Intelligence Lite). A more detailed discussion will take place at either the March 29 or April 26, either during or just after Wave 3 schools go live on Campus Solutions.
- CBIL tables come from the ADW (Administrative Data Warehouse), and not from CUNYFirst itself. The intention is for CBIL to be a data source that is updated daily as students enroll (prior to the creation of the show file).
- CBIL will be updated daily with data feeds from ADW. If a data feed from ADW fails, CBIL will not be updated to include the next day's data.
- Not all the data in CUNYFirst will be in the ADW or CBIL.
- CBIL will allow the creation of tables and extraction of data similar to the way this is done in IRDB presently. Ariel has created and shared several workbooks in the CBIL History Facts Business area. Right now it's not joined to the other areas in IRDB. There are no cohort groups for the CBIL area. It is simply a daily snapshot. Registrars will have access by request. As soon as we cut over, we should have data in CBIL.
- OBIEE can be a central repository for various extracts and data warehouses, but this is not yet up and running.
- CBIL will be organized and defined in the same way as history facts, already build out for us.
- Identifying different types of entering students (e.g., first time freshmen, entering transfers, and entering graduate students) will not be easy in CUNYFirst. CBIL will provide a means for identifying these students that best reflects the methodology and data source to be used for the PMP.
- Sarah will provide information on how we can schedule the reports to come to our email. This may provide a means for automating reports.
- One idea is to provide a virtual machine to each campus so that a reporting solution can be created in each campus to develop the system.
- The traditional process for creating the show, perf, and grad files will be changed somewhat; there will now be three versions of i-184a (updated for show, perf, and grad data), that will be created centrally by CUNY.
- Program names will change after CUNYFirst. Academic plans can usually be mapped back to the program codes. Community colleges may have an easier time.

4. Fact Book Construction

- Elisabeth Lackner (Queensborough) presented some tables from her college's Fact Book. These tables documented trends in enrollment, degree completion, and transfer to other colleges (including identifying CUNY colleges).
- Using the National Student Clearinghouse, Elisabeth can identify the students who have left Queensborough and the CUNY system, and are still pursuing a college degree elsewhere.
- CUNY used to report system-wide graduation rates for the PMP. System-wide rates can still be obtained using the IRDB.

- If our registrars agree to report information about majors, we would be allowed access to the current majors of our former students. This would be helpful when some portion of majors may prepare students to pursue further education in a field elsewhere.

5. Longitudinal Data Analyses

- The discussion moved into the planned general discussion of longitudinal data and the desirability of some standard processes and data definitions.
- Several people agreed that we are increasingly getting requests for data that follows the path of individual students over time, including transfer information, and we may want to discuss a consistent path for this.
- The IR and Assessment retreat was seen as a possible opportunity for this discussion.

Next IR Council Meeting: March 29, 2013