

IRC Minutes**Friday, April 26th, 2013****ANNOUNCEMENTS:**

1. Matthew Goldstein has stepped down as Chancellor of CUNY. The new Interim Chancellor is Dr, William P. Kelly. Dr. Kelly is a distinguished scholar of American literature, vice chairman of the CUNY Research Foundation, and trustee of the John Simon Guggenheim Foundation. He had served as President of the CUNY Graduate Center since June 2005.
2. IR directors must send a list of their College Now sections to Christine Wade ASAP.

AGENDA ITEMS:

1. Reporting Resources and CBIL, Presentation by Ariel Cohen, Colin Chellman, and Sarah Truelsch.
 - This presentation dealt with various sources of data for IR professionals that OIRA is currently managing or making available. These include the IRDB; CBIL, i184a extracts (available by request), and OBIEE (implementation expected in 2+ months). Note that the 184a extract has mounds of data with one record per student per semester, but some of the calculated fields are not calculated correctly.
 - Reference was also made to PS Query (reporting instances) and the ADW. ADW has limited data.
 - OIRA will begin implementation of OBIEE soon. In Stage 1, OBIEE will sit on top of CBIL as a replacement for the Discoverer interface. In Stage 2, the plan is to have OBIEE sit on a daily refreshed copy of CUNYFirst.
 - Ariel presented the features in CBIL.
 - Flash dataset and CBIL Enrollment Report workbooks are already created under the IRABH listing in the IRDB databases.
 - IR N-count counts all individuals for whom we have a record, and the IR Headcount excludes permit students, senior citizens (at senior colleges), and students with WN* in all courses (at community colleges), and some other special cases.
 - In the ADW: all tables beginning with SS are the SIMS tables, while those beginning with CF are CUNY First tables.
 - CUNYFirst is a system for capturing data, not a system for reporting data.
 - Course selection can be based on:
 - CF Course ID
 - CF Class Number
 - CF Subject

- CF Catalog Number
 - CF Class Section
- CBIL is useful for the current semester and the next one coming up.
- CUNYFirst fields in CBIL begin with CF, while those manipulated by IR begin with IR.
- UNITS:
 - CUNYFirst uses Units in lieu of credits or equated credits. “CF Units Taken” are credits, and “CF Units Progress” are equated credits plus credits. CF Units FA are those that qualify for financial aid, “CF Units Billing” are usually the same as Units Progress, CF Units Earned are credits earned toward a degree.
 - “Total” in CF fields refers to Cumulative.
 - There are some differences in definition, for example with courses for which student has withdrawn. There is a whole coding system for CF Academic Load, which may not match the IR Full- and Part-time official recording.
 - IR Equated Credits = CF Progress Units-CF Units Taken.
 - There is no course type in CUNY First, but there is a “Requirement Designation.” Courses must have requirement designation to map into IR Credits. “Pathways” has some specific coding for course requirement designation.
- ALWAYS be careful with CUNYFirst to make sure the data are correct when reporting. So much has changed and it is important to find the discrepancies as soon as possible.
- Readmits – some readmits were counted as new Freshmen because their admit term changed in CUNYFirst.
- IR Semester Enrolled Description will include a separate indicator for winter, which in CUNYFirst is only a session of spring and winter enrollment could be added to Spring Enrollment in reporting if you use the CUNYFirst term designations.
- Admit type is the most complex. The CBIL Enrollment report includes IR definitions.
- Program Action & Reason Code can help identify new students and transfers when there is a problem. This is in the PROD ACAD Table in CUNY First, the 805, and the ADW.
- There will be a new CUNYFirst admission system for fall 2015.
- Report from Judith Ullman – CIS is creating a copy of CUNYFirst data tables with the recently purchased OBIA (Analytics) to have many canned ways to get the data out of CUNYFirst especially for Finance, HCM, and Procurement.
 - This is “vanilla” PeopleSoft canned reporting.
 - They are hoping to have the student module by the end of May.
 - It will take time to implement these, and HCM is probably the first.
 - The presentation layer will be OBIA. You can also point your existing Crystal reports to this new copy.
- CBIL Governance and Support:

- Campus IR offices will share "gatekeeper" responsibility for CBIL data with OIRA.
- IR Directors must sponsor almost all new CBIL users (e.g., Enrollment Managers, Admissions Managers, other administrators). IR Directors will choose whether their office will
 - Provide periodic CBIL enrollment reports to their colleagues (for example, by creating PDFs or Excel workbooks that they email out or save in shared folder), or
 - Teach new users how to access CBIL workbooks in Discoverer.
 - In this case, IR Directors should email Colin Chellman and Christine Wade requests for new CBIL user accounts and work with CIS and their campus IT departments to ensure that the new users have Citrix access.
 - Special exception for Registrars: OIRA will create CBIL accounts for all Registrars because they need the daily enrollment reports in order to submit their FLASH enrollments.
- Note that when OBIEE is deployed most new user roles created specifically to access CBIL will be obsolete, so this might be a reason to wait several months before sponsoring new CBIL accounts.

Next IR Council Meeting: May 31, 2013