Institutional Research Council
555 West 57th Street, 1240 Conference Room (12th floor)
10am - Noon

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Minutes

Friday, September 5, 2014

**Agenda Items**

**1. Announcements**
We remember Anatoliy, our colleague from Hunter College, who passed away in June.

Zun Tang has been appointed as the IR Director at OIRA (replacing Christine Wade)
Sarah Truelsch will be appointed as the Policy Director at Central.

The flash report data collection with Form A estimates has been delayed by one week (to September 11). The estimates will report six enrollment categories:
- Total headcount
- Undergraduate headcount
- Graduate headcount
- First-time freshmen
- Transfers
- New graduate students

Preliminary enrollment reports based on actual enrollment will be released around the census date.

Central is re-engineering data collection processes to try to streamline them. They will try to make the data process more transparent. OIRA will be focusing on getting the data from CUNY First into usable data.

A CUNYFirst query including "Academic Plan" or "Acad_Plan" in the title description allows users to access student majors.  Early CUNYFirst queries, such as those with "QBCC" titles were renamed with "CU" titles.  These queries will need to be re-added to favorites

OIRA was asked to copy or update the directors on IR-related communication sent to college presidents and provosts.

**2. Accountability Projects, Surveys, and Cost Studies: Zun Tang (OIRA)**
*Refer to attached presentation.*
- Student Achievement Measure (SAM): Annual participation,  no cost to colleges
- VSA and VFA – Annual participation (VSA for senior colleges, VFA for community colleges—This fall, OIRA will refocus attention on starting VFA participation)
- Noel Levitz – Biannual participation, split costs with colleges 50/50
- Delaware Cost Study and Kansas Cost Study (Delaware for Senior colleges, Kansas for community colleges
- COACHE (senior colleges only) in 2015.  CUNY involved in adapting the survey for community colleges.  Part of a PMP metric.

- CLA will not be done this year.
- Noel Levitz: OIRA requested implementation plans from the colleges. The surveys may be administered in-class or outside of class, paper or electronically. OIRA will look into the possibility of embedding a survey link in Blackboard. Colleges will pay and will be reimbursed for 50% of the total Noel Levitz invoice. The Council requested the breakdown of costs and survey options.

OIRA registered all the colleges for SAM (except for LaGuardia which had already done this). The VSA will be synchronized with the SAM files; planning is underway to see how SAM can map to the VFA.

OIRA will be responsible for preparing SAM data. Colleges will be responsible for preparing VFA data. Some IR offices already submitted their SAM cohorts. OIRA is doing it for the other colleges.

OIRA prepared data for SAM (saved in the colleges' Tumbleweed folders). These Excel files include detailed Clearinghouse data, aggregated data, etc. Only Clearinghouse data is used for the reporting, not CUNY IRDB data.

The SAM FAQs, methodology, and measures sections explain its criteria. (Refer to SAM website.) SAM's criteria are different from other reporting criteria. SAM emphasizes success related to retention and graduation. This year's SAM submission is based on the fall 2007 cohort.

For SAM, transfer-in students are included in the cohort. Certificates and associate degrees are grouped together, so some schools with large certificate programs will look better than CUNY community colleges that don't have so many certificates.

Rationale for participating in SAM--College accountability is on the national and state agenda. Using SAM will give CUNY and the colleges useful information.

### 3. CUNY Student Experience Survey: Zun Tang (OIRA)
OIRA administered the Student Experience Survey in spring 2014. They hope to be able to share some preliminary results next week.

### 4. Understanding Challenges with Admissions Data: Nate Dickmeyer (LaGuardia) and Michael Shields (OIRA)
Explanations for admissions and high school missing data
- Direct admits have missing data.
- Students who submit their diploma after graduation may not have their records updated
- Cases when students were not admitted to the college, but enroll (May be direct admits, may be those who didn't qualify for a senior college and were then allocated to a community college). Students are in CAS, but data not transferred to the college in the IRDB.
- Missing many HS codes as NYCDOE makes changes.

Question about data use in Hobsons Connect and Retain systems.
The Hobsons systems are shadow systems. Data may be populated with admission records (CAS, UAPC) by college IT office or manually entered. Hobsons reporting features are only as reliable as the data loaded into it.

OBIEE will need additional data structures to be more of a general use tools.

**5. Veteran and Veteran Benefits Recipient records on CUNYfirst and IRDB: Nate Dickmeyer (LaGuardia)**
There are inconsistencies in how colleges track veterans. Typically, these records rely on veterans self-reporting, so there are likely undercounts. Some offices keep shadow systems (Excel files) and the information is not consistently recorded centrally in CUNYFirst. CUNYFirst has some custom tables with veteran information. Financial aid records may indicate aid only available to veterans. One veteran student group is "VAST."

**6. National Study of Instructional Costs Delaware Study: Meg Mcauliffe (Queens)**
For the Delaware and Kansas studies, how will the information be used? Who will be using it? Will the budget office be working with it? OIRA will be sharing the data with the budget office. More information will be provided during a webinar on Tuesday, September 9.