

IRC Minutes
Friday, October 31, 2014**1. Announcements**

- Welcome to new council members:
 - Kim Johnson (City Tech)
 - Rachel Ng (City Tech to York)
 - Alison Weingarten (Guttman)
- Upcoming NEAIR meeting: Several campus IR staff are attending and/or presenting
 - Kim Johnson (City Tech)
 - Sam Michalowski (CSI)
 - Sue Riela (John Jay)
 - Alison Weingarten (Guttman)

2. CUNY Semester Timelines

- For documentation, go to OIRAP wiki: <http://oirap.wikispaces.com/CUNY+Timeline>
- Two versions of timeline: one for standard semester colleges and one for the 12-6 term colleges
- Calendars give dates useful for IR across the fall and spring terms, including census form A due date, financial aid certification date, Title IV funds return (R2T4 deadline, immunization compliance, etc), CUNY refund schedule, IRDB load dates
- Request to expand or create new timelines to include other reporting deadlines (e.g., National Student Clearinghouse Reporting, SAM, VSA)

Additional comments

- Information about different types of withdrawal grades is available on the wiki.
- It is not possible to provide accurate preliminary data about ethnicity before the December 1 load date. For accuracy and consistency, multiple steps need to be completed prior to the ethnicity imputation. The entire student population dataset needs to be included in the imputation. Self-reported ethnicity from CUNYFirst is not the same as OIRA's imputed ethnicity for official reporting purposes.
- CBIL is updated daily.
- Freshmen class status is different from new freshmen status.
- CUNY may transition to central submission of NSC data.
- Microsoft Project can be a resource for managing deadlines.

3. IRDB Transfer Origin Field

- The transfer student origin values in the “Admission Type” and “Transfer Type” fields in IRDB History Facts are not reliable in the terms after a college converts to CUNYFirst.
 - *This problem only impacts a college’s records for the terms after the college converted to CUNYFirst.*
- Background:
 - The source data for the “Admission Type” and “Transfer Type” fields have changed. With SIMs/SHOW-reg files, each student had a value in the “Admission Type” field for every term, (e.g., freshman, continuing, transfer from community college w/ degree, etc. See values in the attached screen shot)
 - In CUNYFirst, there is no single field comparable to admission type. OIRA has attempted to replicate the field using other data, but in many cases we do not have sufficient information to categorize the type of school a student has transferred from.
- Many more students are now categorized as “undergraduate transfer from unknown source” in the admission type.
 - The “transfer type” variables aggregate the detailed values from the admission type into broad categories. The “undergraduate transfer from unknown source” gets aggregated into the transfer type “Undergraduate transfer from outside CUNY”. This title is inaccurate for many of the transfers from unknown sources. We know from more thorough review of enrollment records that a large number of students categorized as “undergraduate transfer from unknown source” are transfers from CUNY schools.
 - I have attached a screen shot to illustrate how the admission type categories (rows labeled on the left) are aggregated into the transfer type desc (column headings).
- The general “New student” designation as a freshman or transfer student should be still accurate—the problem is populating the detailed admission type.
- Note that OIRA will revisit data collection and reporting issues related to freshmen and transfers as plans for a new CUNYFirst-aligned admissions system develop. It doesn’t make sense to make big changes in our admissions data collections or reporting before we know more about that new system.
- Refer to IRDB Discoverer image on next page for an example.

Oracle Business Intelligence Discoverer Desktop - [Workbook1]

File Edit View Sheet Format Tools Graph Window Help

Arial 10 B U

Double-click here to edit this title.

Page Items: College: Queens New Student Desc: Advanced Standing Transfers

	Headcount SUM																
BACHELOR'S	Undergraduate Transfers from CUNY CC with Degree				Undergraduate Transfers from CUNY CC without Degree				Undergraduate Transfers from CUNY SC				Undergrad Transfers within CUNY SC	Undergraduate Transfers from Outside CUNY			
	2009-2010	2010-2011	2011-2012	2012-2013	2009-2010	2010-2011	2011-2012	2012-2013	2009-2010	2010-2011	2011-2012	2012-2013	2009-2010	2009-2010	2010-2011	2011-2012	2012-2013
Undergraduate Transfer from CUNY CC with Degree	174	505	320	367													
Undergraduate Transfer from CUNY CC without Degree					1,230	652	795	842									
Undergraduate Transfer from SUNY CC with Degree														41	114	55	70
Undergraduate Transfer from SUNY CC without Degree														467	270	246	261
Undergraduate Transfer from NYS Private CC with Degree														2	1		1
Undergraduate Transfer from NYS Private CC without Degree														10	6	5	7
Undergraduate Transfer from Outside NYS Public CC with Degree														9	9	2	
Undergraduate Transfer from Outside NYS Public CC without Degree														76	46	40	35
Undergraduate Transfer from Outside NYS Private CC with Degree														1			
Undergraduate Transfer from Outside NYS Private CC without Degree														9	5	9	24
Undergraduate Transfer from CUNY SC									560	494	498	604					
Undergraduate Transfer from SUNY SC														207	112	105	80
Undergraduate Transfer from NYS Private SC														424	243	298	233
Undergraduate Transfer from Outside NYS Public SC														89	37	22	20
Undergraduate Transfer from Outside NYS Private SC														106	58	71	120
Undergraduate Transfer from Other Sources														335	219	1	3
Undergraduate Transfer from Unknown Sources														79	319	1,066	783

Sheet 1

4. CBIL Updates from Ariel

- OIRA is working on adding academic plans and subplans to CBIL. These variables will probably be included in a new table rather than in the existing major table. Everything would be flattened out with Plan1, Plan2, Suplan1, Subplan2, and users would need to manipulate the data accordingly.
- IRDBProd2 includes the current semester in CBIL. IRDBTest2 includes the prior semester in CBIL. Fall 2014 is currently in IRDBProd2 in CBIL. Spring and winter 2014 data are in currently in IRDBTest2 in CBIL.
- CBIL data may be temporarily unavailable when Ariel needs the system for testing and programming.
- The Council decided that a proposal for preliminary ethnicity distributions (not linked to student IDs) would not be useful, since the estimates would not match the officially reported census ethnicities.
- CBIL may be used to build queries that mirror show file data. By minimizing campuses' special requests for show files to OIRA and by building their own queries in CBIL, OIRA would be able to direct attention to other priorities, such as adding the academic plans and subplans to CBIL.
- Since campuses were phased-in to CUNYFirst at different times there is variation in training and comfort level with using CBIL (which only is available to schools after migrating to CUNYFirst). There was a suggestion to have a CBIL training refresher.
- To help OIRA prioritize campuses' information needs, campuses are encouraged to use the wiki table "IRC Reporting Needs" to record what they rely on OIRA to provide data for.

5. Inventory of Campus Surveys

- Fifteen campuses provided information about their survey practices.
- Results are posted on the OIRAP wiki: <http://oirap.wikispaces.com/Inventory+of+Campus+Surveys>
- The survey responses were self-reported and open-ended, so there was variation in type of information provided by each campus.
- The information presents those surveys that campus IR offices know about. Other surveys may be administered by units independent of campus IR involvement.
- The main questions are: Are we over-surveying our students? Are we creating unintended negative consequences by contacting students too frequently with information requests? Can colleges and OIRA work together to coordinate survey efforts and minimize possible survey fatigue on the campuses?

Next IR Council Meeting: November 21, 2014