

## IRC Minutes

Friday, November 20, 2015

### 1. IR Presentations (Alison Weingarten, Guttman)

- IR Council is going to begin setting aside time each meeting for campuses to share projects they're working on. Offices will begin presentations next month. There is still room for presentations in the coming months; if anyone would still like to participate they should write to Alison.

### 2. Middle States Institutional Profile – Financial Information (Elisa Hertz, Guttman)

- Middle States Institutional Profile (form on Wiki) – perhaps contact controller to allow campuses to create their own Tumbleweed folders, then OIRA could easily populate additional items. Items are needed on a yearly basis. This would improve upon the current system of each campus having to send separate emails requesting the needed information.
- OIRA will act as liaison between campuses and controller's office in order to make this happen
- Not all campuses need to do this—some can continue status quo—but if certain campuses want to streamline the process, then more power to them. It seems however that this whole process is on the verge of changing in the next year (or several), so this doesn't have to be a permanent solution.

### 3. Horizon Feedback (Mark Casazza, OIRA)

- Takes long time to open workbooks and difficulty saving to local drives
- (Very) small excel worksheets can save to local drives, though large ones do not save
- Saving CSV files to local drives also seems problematic – may be best to save to desktop
- Or try save workbooks in the shared space – may speed up opening process; then link to 'my documents' page
- Doesn't seem that getting a new server is going to happen in the near future
- Maybe we (IR council) could create shared folder ("Data Sharing Consortium"); especially for common sets that need to be shared

### 4. Race/Ethnicity codes (Alison Weingarten & Elisa Hertz, Guttman)

- Guttman is planning a modeling project based on four quadrants of students: doing well and retained; doing poorly and retained; doing well and not retained; not doing well and not retained – two groups to focus on (doing well and not retained; doing poorly and retained)
- Advice on race/ethnicity codes – should not use imputed (problem is that it is one of the last items filled in the IRDB)

- Timing issues may be improved by bringing admissions data through CUNYFirst (this process is just starting to be implemented with graduate students)
- For external reporting (IPEDS, for instance) use imputed codes
- For personal research/internal, use self-reported category in CUNYFirst
- Note: 'Group table' in 805 identifies direct admits
- Shared de-identified datasets between colleges would be helpful in comparing different models
- No ethnicity in CBIL because data in CBIL is not imputed
- Strategy mentioned: On Show Reg date (Form A date)– pull Show file from CBIL and use that (instead of waiting until mid-December for certified Show file) – seems to only vary very slightly from the later, official data

**Next Council Meeting**

December 18, 2015