Present: D. Bahr (Norwalk CC), R. Bhatt (WCSU), C. Boger-Hawkins (Northwestern CT CC), A. Davis (SO BOR), M. Diorio (Tunxis CC), D. England (Tunxis CC), L. Friedman (Naugatuck Valley CC), W. Gammell (SO BOR), J. Kiehne (SO BOR), Y. Kirby (CCSU), B. Klimczak (SO BOR), B. Lashley (ECSU), Q. Mack (Asnuntuck CC), D. Nielsen (Manchester CC), R. Riccardi (SCSU), J. Schaeffler (Housatonic CC), V. Tong (Gateway CC), J. Wang (Capital CC), J. Wilcox (WCSU)

Absent: P. Carmichael (Middlesex CC), C. Coperthwaite (SO BOR), D. Sohan (Quinebaug Valley CC)

Phone: M. Broderick (Charter Oak), L. Qin (Three Rivers CC)

Guest(s): Michael Butcaris (PA 12-40 Advisory Committee Co-Chair, Norwalk CC), Nancy Melnicsak and Phyllis Perry (BOR Student and Academic Information Services/Banner Student Team)

Welcome
W. Gammell welcomed everyone to the meeting.

Review of Minutes from September 12, 2014
After discussion of two minor revisions that needed to be made, a motion was made by B. Gammell to approve the minutes as amended and was seconded by L. Friedman. The minutes were approved and accepted unanimously.

PA 12-40 (Michael Butcaris, PA 12-40 Advisory Committee Co-Chair)
W. Gammell introduced Michael Butcaris to the council. M. Butcaris made a presentation to the group and requested assistance and support from the IR Directors in establishing a research design for PA 12-40 assessment which includes best practices (courses and curriculum, placement/multiple measures, other strategies and forms of support), attrition rates, performance in subsequent college courses, grades/completion rates, efficiency in completing English and Math requirements. The PA 12-40 Advisory Committee is requesting IR Directors’ help and expertise to identify other measures and develop strategies for collecting and using this data. Discussions were held which included using Accuplacer vs. Multiple Measures, respecting local autonomy, next steps, the possibility of the PA 12-40 Advisory Committee charging a task force or subgroup with the development of a research design which would include some interested IR Directors. As a FYI, it was mentioned that the next meeting of the PA 12-40 Advisory Committee is November 21.

Action Item: Please let Bill Gammell know if you are interested in participating in a subgroup/task force.
Update on Search (Institutional Research Accountability Manager)
Interview questions have been finalized and approved by Human Resources. There are 6 candidates. A set of questions were developed for the telephone interviews being held 10/20/14 and 10/21/14 and a different set of questions were developed for a face-to-face interview.

Update on IPEDS
D. Sohan was unable to attend today’s meeting, however, provided a written update. There was discussion regarding some aspects of the update.

W. Gammell stated that Donna is very appreciated by the Office of Policy, Research, and Strategic Planning and is with the department till the end of October.

Student and Academic Information Services (Banner Student Team)
N. Melnicsak reported that they have been working on the National Student Clearinghouse enrollment problems. CIP codes don’t have to change. IT adjusted the codes for the Clearinghouse. There has been a delay in transferring information to the Clearinghouse and all schools across the US have experienced the same problems. Ellucian, who owns Banner, has had problems too. The 150% Stafford Loan limit is causing problems. As of this Tuesday (10/7), there were no Banner problems. Nancy will alert the council if there are any anticipated delays. There are some differences with Table 2 F05 abstracts. J. Wang and Q. Mack will be meeting next week to discuss F05 problem. Regarding test scores for each institution, Nancy will have a discussion with IR Directors. Nancy is still working on IPEDS Veterans data.

EMSI
J. Kiehne reported that as of today, the job posting data module is available. Jan is trying to set up a demo for the council. EMSI will be presenting on the topic of an economic impact report to the Council of Presidents on 10/20/14.

On a separate note, Jan is still working to provide wage info/employment by CIP code to the institutions, however, the data needs to be shared with internal BOR stakeholders before it can be released to the institutions and is in the public domain.

Action Item: Jan will send an email to the council regarding info on a demo (via webinar).

Accountability Report
The accountability report will be the responsibility of the not-yet-hired BOR Institutional Research Accountability Manager. The report is due to the HECC (Higher Education Coordinating Council); however, until the staff person is hired the report is on hold. Bill distributed a list of 25 proposed Transform 2020 metrics (concepts from Boston Consulting Group) 18 of which already approved by the BOR one year ago. We now need to operationalize these concepts. We have Provost Gargano’s support in informing HECC that we need to merge metrics. The system office will create new definitions from the proposed metrics and will add a source – The IRC will not be imposed upon in this endeavor. The outcome of this will be two templates to be filled out by each institution—one for HECC and one for Transform 2020. Bill had asked Kyle Thomas, BOR Legislative Program Manager, to submit an edict to the legislature to change due date of the accountability report to the HECC from November 1 to February 1.

Action Item: At the next IRC meeting we will talk about specifics.
Institutional Updates

Norwalk CC – David Bahr attended on behalf of P. Fitzpatrick. Their NEASC accreditation is coming up.

SCSU – Rick Riccardi will forward to Bill the RFP from IT concerning the Data Warehouse. Their search for an IR Analyst unfortunately failed. Whether or not to do another search is to be determined.

CCSU – Their Chief HR Officer, Lou Pisano, tendered his notice of retirement.

Asnuntuck – They are posting for the position of Dean of Academic Affairs.

Northwestern CT CC – No report.

Gateway – Enrollment is up by 25%!

ECSU – No report.

WCSU – They had their Transform 2020 town hall meeting with President Gray. An academic priority letter was sent to the group regarding Transform 2020. Their new Performing Arts building is open.

Housatonic CC - They are on track with their presidential search. Headcount and enrollment are down by 9%. Retention is at 43%. They sent out letters, emails, and had called students for the fall. There is follow up to applications. There may be some renaming of courses/programs with an update/consolidation of some programs. They are looking at centralized admissions. Two candidates will be interviewed by the president but there is worry that with low enrollment there will be no funds for a new hire.

Naugatuck Valley CC – They had their Transform 2020 town hall meeting. There is a new dean that Lauren reports to.

Tunxis CC – No report.

Capital CC – Enrollment is good. 60 high school juniors/seniors joined the early college program.

Q & A
None

New Business
None

Next IRC Meeting
The next meeting is scheduled for Friday, November 14, 2014 – 61 Woodland Street, Regents Boardroom.

Adjournment
The meeting adjourned at 12:16 p.m.