Welcome

W. Gammell welcomed everyone. J. Schaeffler introduced Tammy Mittman, Research Analyst at Housatonic Community College. Tammy has worked in the system before and many folks know her! Welcome Tammy!!

Review of Minutes from October 10, 2014

After a correction in the attendance was noted, the minutes were approved unanimously.

System-wide Grants Meeting – Shelly Jewell, Office of Sponsored Programs

S. Jewell introduced herself to the council. Shelly provided an overview of the new Office of Sponsored Programs which was created in July 2014. She distributed a copy of their mission statement as well as a project overview of the new CAMI grant (Connecticut Advanced Manufacturing Initiative). They will be hiring a project manager and a research analyst. They will also be looking for a Data and Reporting Specialist to be on each campus part time – each campus would do a search and deem who that person would report to. A BOR IR person may have to assist with reports and projects. A Project Assistant will also be hired. Grant writing training will be offered. They are looking for formal funding to get Tunxis CC up to par with manufacturing labs. Any questions can be directed to Shelly Jewell Rjewell@commnet.edu .

Student and Academic Information Services (Banner Student Team)

Phyllis Perry reported there are changes to aspects of College Career Pathways (CCP). The community colleges attended the National Conference in Illinois. To satisfy the NEASC accreditation high school students are treated as our own college students. Conversations are on-going about how CCP students will be counted in Banner.
A reminder from Nancy Melnicsak to attribute remedial courses. The attributes need to be corrected. This is related to research studies as discussed at a prior meeting. Regarding placement testing, the campuses are requesting different things, i.e. some want highest test score, some want pre and post, some want all test scores along with the dates taken. W. Gammell stated that some IR folks are on the PA 12-40 Research Design Task Force (Benjamin Klimczak, David England, Qing Mack, and Vincent Tong) and they will help determine what scores to use.

Update on Search for Institutional Research Accountability Manager
6 individuals were chosen, 5 participated in a telephone interview. Two finalists were chosen – one from Indiana who flew in to Hartford today for an in-person interview. The other individual is from Yale and will be interviewed in person on 11/18.

Employment Wage Data – Definitions/Descriptions
Jan Kiehne thanked the group for their patience with the roll out. The presidents received an email from Dr. Gray which included an executive report and a summary report. IR Directors should also have received this communication. Jan made a presentation to the council. This information is embargoed until further notice.

Please provide any input or pose questions to Jan Kiehne Kiehnej@ct.edu. Please understand the limitations of this data; military people are not included in this data. More detailed information from the National Student Clearinghouse is needed regarding grad students.

Business Intelligence Tool Project – Joe McAuliffe
J. McAuliffe introduced himself to the council. He reported that the CSUs are replacing Elucian. The CCs have Argos and are keeping Argos. IT looked at what tools are currently out there without doing the RFP process – some software didn’t work with Banner. Software called WebFocus has been purchased by BOR and will go to three of the four CSUs. This can be leveraged with all 17 institutions. Hyperion reaches its “end of life” next year. Oracle will be kept and will be leveraged. A few discussions ensued. Joe provided a handout to the group. Questions can be directed to Joe McAuliffe JMcAuliffe@commnet.edu.

Update on IPEDS
Donna Sohan reported that completions are all set with OHE (Office of Higher Education) and have been uploaded. Corby Coperthwaite is spearheading a project to balance OHE program records with those maintained by the BOR and the 17 BOR institutions. We can upload to IPEDS. Winter term is open December 10, 2014 and closes February 11, 2015. The spring term opens December 10, 2014 and closes April 8, 2015. Donna can pull together a list of system SOC codes for everyone. The BOR Interim HR Director is busy and it appears that providing HR SOC codes is a low priority for them. There is a new survey for Academic Libraries. Please send to your library directors. OHE coded completers to completion values. During the next cycle of completions, make sure you double check that completers don’t equal completions. The Student Financial Aid segment has one additional section for veterans. A discussion ensued regarding the finance side of Banner and the identification of specific assistance to veterans.
Donna will continue to work on IPEDS one day per week. Continue to contact Donna with IPEDS questions DSohan@qvcc.commnet.edu. Bill Gammell thanked Donna for all her IPEDS assistance!

**SENSE and CCSSE**
W. Gammell reported that at the recent Council of Presidents meetings, the presidents want to renew SENSE and CCSSE and continue as was done in the past. Beginning next fiscal year, we will be back in the normal sequence – Spring of 2015 CCSSE and Fall of 2016 SENSE.

**Committee on the Use of Human Subjects in Research**
W. Gammell reported that Linda Perfetto (BOR, Director of System Nursing Curriculum Operations) is partaking in a multi-state research project. Should our data be tapped into for student dissertations? What about FERPA guidelines? For future discussion – what about the creation of an Institutional Review Board function at the BOR office?

**Institutional Updates**
Corby Coperthwaite reminded the CCs that the survey of barriers to education goals for Perkins needs to be done (3 semesters).
David England reported that Tunxis CC is advocating for a system-wide reverse transfer system.
David Nielsen is planning on conducting a campus climate survey and will share the results with group.

**Q & A**
Tabled due to time constriction.

**New Business**
Tabled due to time constriction.
Please send any new business you have to Annie Davis and Bill Gammell.

**Next Meeting**
Friday, December 12, 2014

**Adjournment**
The meeting adjourned at 12 noon.