Present: M. Broderick (Charter Oak), P. Bunce (CCSU), P. Carmichael (Middlesex CC), C. Copethwaite (BOR), A. Davis (BOR), D. England (Tunxis CC), P. Fitzpatrick (Norwalk CC), L. Friedman (Naugatuck Valley CC), J. Kiehne (BOR), B. Klimczak (BOR), Q. Mack (Asnuntuck CC), D. Nielsen (Manchester CC), R. Riccardi (SCSU), Lisa Rodrigues-Doolabh (Naugatuck Valley CC), J. Schaeffler (Housatonic CC), D. Sohan (Quinebaug Valley CC), V. Tong (Gateway CC), J. Wang (Capital CC), T. Yungclas (BOR)

Via Phone: C. Boger-Hawkins (Northwestern CC), B. Lashley (ECSU), V. Morest (Norwalk CC), L. Qin (Three Rivers CC), J. Wilcox (WCSU)

Absent: M. Diorio (Tunxis CC)

Welcome and Introductions
T. Yungclas welcomed everyone and introduced himself to the group. Ted stated that he would like to review and approve minutes before further introductions by the group.

Ted also welcomed Corby back after being out of the office with an illness.

Review of Minutes from 1/10/2014 Meeting
After a quick clarification question about Special Act 13-17 and the template deadline of January 17, 2014 (deadline wasn't met), the minutes were approved unanimously on a motion made by D. England and seconded by L. Friedman.

Introductions
Ted asked the group to introduce themselves and give a brief statement/update and/or concern of what is going on at their campus. The following is a very brief synopsis of each:

Naugatuck Valley – Working on strategic planning.
Charter Oak – Received grant monies to implement efforts to increase degree completions while keeping costs down.
Capital – There has been some challenging changes in data collection. It has been a learning process.
Quinebaug Valley – Facing challenges with the many “interim” positions on campus and upcoming staff turnover. Congrats to Donna for her published article on conflict mediation!!
CCSU – Paula Bunce, who is in attendance on behalf of Yvonne Kochera-Kirby, introduced herself and stated she works with campus programmers and has a great understanding of the CORE and BANNER systems. She also pulls together a lot of department reports which is sometimes challenging.
Asnuntuck – The campus is currently conducting a presidential search. A kick off of the 10 year accreditation process begins next week.
Norwalk – Recently became responsible for coordinating the program review process on campus and for disseminating the results of the on-line course evaluations.

Housatonic – Bridgeport is the largest and poorest CT city. The campus is strapped for cash. Most students have Pell or other assistance. Jan developed a retention plan. Jan also is the advisor to the Healthy Living Club on campus.

Manchester – “Goals” conference was snowed out. Manchester was one of 150 community colleges who applied for a $1M prize regarding what/how data should be used for programs.

SCSU – Working on 10 year strategic plan. Rick spoke about data collection and data sharing, i.e. we collect a lot of data but really don’t capture what is important for external demand. A discussion then ensued about data sharing.

Middlesex – A big challenge is time management. President Wasescha is very data oriented. The Enroll Management Committee on campus reported that enrollment is up 2%. They have completed their 10 year NEASC review. Paul’s department supports some grants, one that provides data to DOL, a Health Life Science Grant, and a Persistence Plus Grant. The campus was promised a new Health Science building which would include a theater.

Northwestern – Working with faculty on articulating and measuring course-level outcomes and mapping them to our institutional general education outcomes. This is all part of our push to close the loop on outcomes assessment, which connects back to last year’s NEASC self-study, team visit, and resulting report.

ECSU – Brian is currently running NSSE.

Three Rivers – Working with deans and the admission office to determine how multiple measures is working. Working on new data for developmental courses to meet PA 12-40.

WCSU – There are challenges to providing data requests in different formats to 26 academic departments.

Update on Transition and Searches

Update on searches for Chief Information Officer, Director of Policy and Research, and VP for Real Estate, Facilities & Infrastructure

CIO – Interviews completed. No decision announcement.

Director of Policy and Research – Ted is chair of search committee. The interviews for finalists are in the works. Qing Mack is a member of the search committee.

VP for Real Estate, Facilities & Infrastructure – Interviews are being held today, 2/21.

Update on IPEDS

Ted is the IPEDS Coordinator since Teresa Boyd Cowles departure from the BOR. Everyone has been very helpful. Ted is looking for a transitional person to be IPEDS Coordinator until the new Director of Policy and Research is hired. If there is anything of an urgent nature coming up in IPEDS, please let Ted know. Fall enrollments still need to be uploaded.

Update on Special Act 13-17

SA 13-17 deals with continuing education enrollment/completions by programs. Corby is currently working on the report for 2012-2013. Brenda Zanta is working on the “going forward” aspect of the reporting. Corby distributed a sample of the report which will reflect whatever is in Banner. A data request is being sent to the continuing education staff and copied to IR Directors. Any additional questions should be directed to Corby.

CCP/Perkins Training

Corby, Donna, and Qing will discuss some dates and times prior to the March IRC meeting.
Update on CCSSE Workshop
J. Schaeffler reported that the CCSSE and SENSE workshop was held at Housatonic Community College on January 24th for the 2-year colleges. 10 community colleges were in attendance. The two that didn’t attend were provided customized information for their campus. If there are additional questions, please email Janice directly.

EMSI Presentations
P. Fitzpatrick gave an in-depth presentation of program review on the EMSI analyst site (which is an overview of data from DOL statistics, IPEDS, and census data). She used her campus as the example in the presentation. Some topics covered in the presentation included how to search by program or CIP codes (CIP codes are better), target occupational performance by program, national educational attainment, regional trends, occupation change summaries, transfer and articulation/retention/enrollment.

Other Business
The “Going Back to Get Ahead” initiative is an opportunity for students who have been out of college for 18 months or longer to go back on a “two course for one” basis. This initiative hopes to promote retention and increase degrees.

Next Meeting
The next meeting of the IR Council will be held Friday, March 14, 2014.

Adjournment
With no further business to discuss, the meeting adjourned at 12:28 p.m.