

## IR Council Meeting Summary – March 6, 2008

Present: Doug Anderson (BL), Karen Black (IN), Patricia Goodall (BL), Iryna Johnson (UA), James Kennedy (UA), Kathryn Lantz (NW), Lisa Kurz (BL), Susan Johnson (UA), John Novak (SB), Susan Parris (UA for Steve Keucher), Gary Pike (IN), Linda Shepard (BL), Jack Shmit (UA).

The following meeting summary in the order of items listed on the original agenda, even though some items were taken out of turn at the meeting

### I. Status of IR Council Projects

- a. **IR Database** – University Research and Reporting (URR) is in the process of completing the first in a series of multi-year common format institutional research datasets. The first set pertains to degree completions. Attachment 1 includes the preliminary file specification for this dataset. UPIRA will maintain two versions of the file: one that follows the field and value conventions of the operational information system and another that is more oriented toward analysis using SPSS, SAS or other statistical software.  
**A question was raised regarding whether the degree census file includes any retroactive changes made after the census file is established.** According to Todd Schmitz, the file is not cut until one month after the final degree period included, which is through June 30 of an academic year. Campus Registrar's are given notice to make final changes before this cut is made. No changes are made to the census file after this point in time. It is important to remember that census snapshot files represent the official "counts" for external reporting purposes but they are not the official student records. They are "non-volatile, point-in-time" extracts for so that we can have reliable (unchanging) reports.
- b. **Internal/External Reports Inventory** – Susan Johnson is cataloguing external reports into the same system that she developed for cataloguing internal management reports. This information will ultimately be available through a searchable web-based application on the UPIRA web site. The UPIRA web site is in the final stages of development for its initial release but this feature will not be part of that release and will be added in the coming months.
- c. **Program/Process Evaluation** – Susan Johnson prepared a summary of the Bloomington campus team's efforts to develop more integrated support for the program evaluation needs of Bloomington campus units (Attachment 2). Discussion ensued about ways in which we can leverage existing capacities at IUPUI with these developing capacities for Bloomington, particularly on the faculty/academic side, and evaluation support needs for the other campuses. Toward this end, the next (Fall 2008) convening of the IR Council will be scheduled to accommodate a pre-meeting workshop on the Accelerated Improvement Process that the IUPUI campus has adopted for program and process improvements.
- d. **Delaware Study Support** – Iryna Johnson provided SQL code to colleagues at IUN, IUSB, and IUPUI to facilitate their efforts to either participate in the Delaware Instructional Productivity study (a benchmark study on instructional costs) or to develop campus-based reports related to instructional effort. IUSB adapted these programs for their submission. IUPUI used some of the coding for the expense information but ended up using the University Budget Office's Instructional Effort Report datasets for the instructional side. The involved parties will debrief from this experience to inform

efforts to move forward. One area of interest to all parties is figuring out how to better manage the mapping between the organizational units used on the course, HR, and budget sides with CIP code mapping that is used to tie this all together for the Delaware submission. Discussion ensued as to how this related to SES's "Campus Community" effort. Vic Borden will consult with James Kennedy as to how this connection might be leveraged to develop and maintain this key organizational mapping for institutional research purposes.

- e. **Definitions/Standards** – Attachment 3 summarizes the areas of focus for two groups that have been assembled to help improve data definitions and standards in various domains of institutional research endeavor. The initial two focuses are on Human Resources (faculty/staff) and student financial aid.
- f. **Sideburner**
  - i. Enrollment projections – Todd Schmitz will continue to work with campus colleagues to ensure that the projections required for budget construction is linked to campus enrollment management efforts
  - ii. Data access/web reporting tools – No new developments on this front. James Kennedy indicated that SES is continuing to develop BIRT resources. Members of the group indicated that BIRT does not appear to be particularly useful for their online reporting development efforts.

## II. Degrees of Excellence Initiative

- a. **Forthcoming workshop for regional campus teams** – Vic Borden reported that the Bloomington and IUPUI campuses have opted to devote their degrees of excellence initiatives to increasing financial aid for lower income students. All other campuses are in the process of developing plans. Vice President Theobald asked Don Hossler to develop a seminar on effective practice for campus teams, which will take place on March 24. For this seminar, Vic Borden and Ty Cruce will present some old and new information on student progress. This will include:
  - i. Trends in the traditional retention and graduation rate measures, augmented by a more detailed information on the rates of progress between years 2 and 6
  - ii. Progression rates as derived through Cliff Adelman's recommended method for better accommodating non-traditional students
  - iii. A new version of the "persistence index" which allows for comparison across academic divisions.

Vic and Ty distributed some preliminary tables from these analyses. They will vet more formal drafts with the campus representatives for comment and suggestion before presenting the information to the campus teams.

- b. **Annual report and tracking measures** – As part of the initiative, an annual report will be developed to track progress on campus initiatives and overall university progress. No decisions have yet been made as to how this process will develop. The IR Council will be kept informed of these developments.

## III. Questions/Issues from the Floor/Future Agenda Items

- a. Linda Shepard brought to the meeting for discussion issues related to the public records access laws (Attachment 4). There was not sufficient time to discuss this at the present meeting so it will be included as an agenda item for next fall's meeting.
- b. The fall meeting will also include the Accelerated Improvement workshop mentioned above, and continuing tracking of IR Council projects.