



Revised 2/11/12

**University of Hawai'i Community Colleges
HALE Akoakoa 201
1:00 – 4:00 PM Monday, January 23, 2012
IR Cadre Meeting Proceedings**

PRESENT:

Facilitator: Cheryl Chappell-Long, OVPCC-APAPA

Steve Shigemoto, HON

Lynn Inoshita, HON

Jeffrey Yamashiro (KAP)

Jon Kalk (KAU)

Charlotte Watanabe, LEE

Jeannie Pezzoli, MAU

Jan Lubin (WIN)

Jeff Hunt, WIN

Nalani Kaun, WIN

Ivan Wu, WIN

Wilson Lau, APAPA

Sam Prather, APAPA

Earl Nishiguchi, VCSS

New Business

- ☐ Demonstrations in ODS – Wilson Lau gave an online demonstration of COMPASS Demographics and Ed Goals for information and use of IR. No word on requested changes of ED Goals.
 - Sources for:
 - ED Goals: **odsmgr.education_goals_uh**
 - Compass Demographics: **uhapp_ovpcc.compass_demographics**
- ☐ National Student Clearinghouse (NSC) – by a quick “show of hands” most IR Cadre members said they are not accessing the NSC for data. APAPA continues to pull for IPEDS and DIAD. Possible training topic for a later date.
- ☐ Draft UH Policy Data Governance (1/13/12) – questions/comments to be forwarded to IRAO:
 - Are IR Cadre members Data Users or Data Custodians?
 - What is meant by a "single data source"? If IRAO doesn't post Census/EOS data timely, does that mean that the IR cannot use?
 - What about data that do not reside in ODS? Does this agreement mean that if the college has other sources, they college is on its own for security, etc?
 - Wrt to what is currently thought of as "ad hoc" reporting, this agreement seems to suggest that if a Chancellor, Vice Chancellor requests a data extract, will they need to complete forms? How formal is this agreement?

- P.3 describes "Best Practices" There are concerns as to IRAO's ability (staffing and other resources) to do these things. Questions arose as to when/are these best practices going to happen?
- P. 4 Institutional Data Warehouse Repositories -- this section was not clear to the IR Cadre. It relies upon the designation of "Data Custodians." Is a designation made by (and transparent) some official UH source or can someone designate themselves as a "data custodian."
- How will the data governance executive policy be implemented and communicated to the UHCC community?

Continuing Business

- ❑ Annual Report Program Data (ARPD) – Cheryl Chappell-Long stated reports not locked/made public. Awaiting VC Academic Affairs. She noted that the Program SLOs information that was optional this year will be mandatory next year.
- ❑ DIAD - Discussion on some of the routines APAPA is using to provide data to support colleges' self evaluation. The DIAD does not disaggregate persistence data for Full Time and Part Time students as it is not required by the manual for Self Evaluation of Educational Quality and Institutional Effectiveness (SEEQIE). Colleges may disaggregate data for any of the requirements.
- ❑ CIP/SOC assignment – Cheryl Chappell-Long reminded of the process underway to use the SOC codes that are aligned to CIP codes to report labor information (e.g. annual new and replacement positions). In some cases the programs may be changing program codes (but course alphas).
- ❑ IRAO Data Access Portal-Institutional Research (DAPIR) and AtD – goals data are being moved into DAPIR. Procedures to access DAPIR were reviewed.
- ❑ Vice Chancellors Academic Affairs Update – APAPA reported recent topics discussed were teaching equivalency, the 4-year college overlay project which compiles the first two years of the 4 yr programs to determine if the courses are offered at the community colleges and the start up of the recently awarded C3T Grant. APAPA previewed the OVPCC Beta website which was recently shared with the VCAAs. <http://uhcc.hawaii.edu/OVPCC/index.php>
- ❑ Vice Chancellors Student Services -- Earl Nichiguchi reported that the VCs want to actively recruit former students. APAPA will compile files for students who have left without graduating and are not enrolled in other institutions. At their next meeting they will take up the ARPD scoring rubric.
- ❑ Registrars Update – not present.

Reminders/Announcements/ What's On Your Mind

- ❑ SAVE the DATE: Feb 7, 2012 (Longitudinal Reporting) – The Longitudinal Data team is sending invitations.
- ❑ National Community College Benchmark Project (NCCBP) Enrollment Open – OVPCC will pay the costs. Send completed subscription/registration form, with Chancellor's signature, to APAPA for consolidation and submission.
- ❑ ACT Course Placement Service – process is ongoing and is part of the accreditation requirements.
- ❑ Grad/Leaver due February 29, 2012 – APAPA reminded that external licensing results and exam scores are required for accreditation.
- ❑ Question raised regarding the evaluation of the UHCC system. Cheryl Chappell-Long noted that in the Vice President's meeting with the Standard IVB working group, he reminded that the system is evaluated through the Strategic Planning Council and the Community College Inventory (performance measures are included in the UHCC Strategic Plan).
- ❑ **Next meeting – February 27, 2012. (SWIR meeting in the morning)** – plan is to meet at Windward following the morning SWIR meeting.

Future Meetings: -

March 19, April 30, May 21, June 25, 2012