District Research Committee Minutes

May 17, 2012 Minutes

Ryan Cornner, Cathy Iyemura, Anna Badalyan, Rebecca Tillberg, Sarah Crespo, Michelle Fowles, Kristi Blackburn, Rhea Estoya, Stanislav Levin, Sarah Master, Kate Astor, Maury Pearl, Michael Fradkin, Joan Lang

1. Approval of Agenda

2. Approval of Minutes

3. Compliance Reporting—see documents distributed

   a. SB 70

   b. Title IX due in November—attached sample from East.

   c. 2012 Gainful employment. Ask your President if your college received a letter. Letters were very threatening. There is reconciliation to be done with some of the data they report back to the college because it may not match up with IPEDS database, which is what they are using as a baseline... Pull PRAP tables directly from ECD—cleanest data is there if your curriculum dean is keeping it all up to date.

   d. Basic Skills/ARCC Reporting—files will be sent out from DO the same way they were last year per Maury. Trade told students not to take placement tests so their numbers dropped by half! Used the TABE/Diagnostic test as a warm up to avoid getting placed low. Used free version of TABE.

   e. EMSI—Anna send out link to Career Coach to show the useful of data from that database. Lot of work for college to keep it updated, but Anna believes it is worth it. A demonstration of it will be done for DRC the next time they are in the LA area. Sounds like they will also be presenting to the Workforce Development Deans. Expensive but great tool for students in Anna's experience. West is using degree works and it ties into Career Coach well. Analyst is another program that could be used. Have them both presented in July? Around July 16? Webinar on career coach next week, Anna will send out the information to the group.

   Demo this summer on CCC Apply on how to get to the data. June meeting?

4. Human Resources
a. Concerns for next meeting

b. SFP Classifications which could possibly be used by I.E./Research offices attached. Path of least resistance right now is to use what exists. Getting new SFP positions approved through the Personnel Commission will be a challenge but is necessary to explore. Also need to explore other staffing needs which are occurring at the same time. Use of grad students has been explored, but they cannot pull data. We need staff that can pull data.

5. FTES Update

Sarah M.-- Clean up of independent studies which were accounting methods 5's and 4's should be 1's now. See hand out. New field added: CSEC will go back to fall 2011 semester. A means hours, not units. Accounting method 1, with option A would mean to use hours. Most recent version is 5.8 Be aware of the difference between hours and units because they are not interchangeable and will not necessarily match. All 5 and 4 Distance Ed courses are supposed to be independent study sections now (back to fall 2011) and the 185/285 classes as well. From A&R meeting: dept chair class codes have ranged 0780-0790; effective July 1, 0798 for non-teaching part of assignment; 0711 for the teaching portion of their assignment. Confirming codes. SPOCs given until July to make the changes (effective July 1). Kate-- Flag for ssn's with CCC Apply. Sending in a formal request this summer. A&R agreed with the requested change as well. CCC Apply other data fields to perhaps suggest a clarification include parenthetical references to distinguish L.A. Mission and Mission College; Banning High School and Phineas Banning High School.

6. Survey Update

Should be getting data back in June. DO will do their match up and get us the results by the end of July. Could we do something along the lines of CSSE in terms of doing queries? Would be really neat if we could further do something with it. Would be a great way to start connecting the data points we already have historically and use for AtD purposes. Need to increase research capacity at the DO as well as at the campuses!

7. AtD Update

Kate-- strategy groups are doing their work

Next meeting: each college will bring their Logic models. One of the tools used-- diagrams of the strategy/measurement of outcomes.

How is everyone learning about the logic models? From coaches and googling their own. 3CSN also has materials available.

Kristi-- Harbor concluded focus groups. Will send powerpoint as well as the protocol used.

8. Program Review Taskforce/IES Update

Met last Friday. Configured for City-- tested, it works. Don't have access to new program data. Deal breaker. Cannot go forward without it. Trade-- using it for Vice President level program review. Setting it up is a big job. Configuring it for each college will take a lot of time.
People/users need to be added. Imbedded reports have a work around-- can link but cannot upload. As issues are discovered, they are fixed. Converting some items from paper to screen is a challenge; also the overall architecture of your college planning process needs to be clear. Expect it to be about one to two weeks of work to get information uploaded and configured.

9. SIS Update
Last word heard is that contract is still being finalized. Does DRC need to do some process mapping? Possibly.

10. Other Business
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Minutes from DRC April 18, 2012

Rhea Estoya, Michael Fradkin, Agyeman Boateng, Stanislav Levin, Sarah Crespo, Ed Pai, Michelle Fontes, Kristi Blackburn, Phil Briggs IV, Ryan Cornner, Alfred Gallegos, Maury Pearl, Carol Kozeracki, Sarah Master, Kate Astor, Anna Badalyn, Joan Lang, Guest Speaker at 11 a.m.- Gregg Mazarelli

1. Approval of Agenda-- added in IPEDS below

2. Approval of Minutes-- approved with corrections

3. Focus of DRC-- tabled.

4. IPEDS
Everything is updated. What have people been finding? Ryan-- Gainful Employment awards are not matching up with the files reported in IPEDS. Alfred-- Crosswalk issue of fields. Curriculum inventory must have the correct cip codes matched within and degrees offered. Ryan-- showing degrees awarded that your college does not have. What action is needed ultimately: If the data is correct and data has not been reported, needs correcting. If the data is not correct, then needs correcting. Mostly has to do with A.A. degrees awarded and skills certificates. IPEDS and Gainful should match because both federal reports. Simple solution would be that state use the CIP codes instead of TOPS codes... but we don't have control over that.

5. FTES Planning
Don't run any FTES over next few weeks. Still corrections being made at DO so a bit messy right now. They are cleaning it up. Old run date of Apr. 5 will give you old data that is correct based on previous coding of MOI and A/B (Accounting methods). Pull from Protocol right now to get FTES data. Ryan meeting with Cathy on Friday. DO-- FTE/RDB documents have disappeared online-- they are looking for them. Anna has downloaded copies of them and can share if need them. Anna will send copies of them to Maury.

6. Student Success Reports-- College effectiveness reports to board.
Send your powerpoints to the DRC list so everyone can see what is being presented. Helpful for colleges so that expectations are similar. Explanations: link planning, budget, resource allocations (Accreditation); AtD interventions to address success. Use the template sent from Yasmin. Timing issue for colleges recently finished with Accreditation. Would be better to have the colleges fresh off Accredited visits to present in June so that the report from the Commission is complete. All Accred findings presented next week by seaside colleges are based on verbal Exit Reports which are subject to change over next 2 months (finalized in June). Agreement that someone from the DO should speak to DO commendations/recommendations since they are all the same for the 3 seaside colleges. Add an item to future agendas: Accreditation.
7. Survey Update
Due tomorrow to DO. Sending in bulk shipment to Scantron next week. Return rates: Harbor 82%, Trade 95%, Ed 91%, East 88%. Cleaning-- how did it go? A lot of free responses provided. Positive feedback about dedicated professors with caveat about availability of office hours and needing more access. Comment about the positives of diversity and having a high quality institution within proximity.

8. AtD Update—Tabled

9. Program Review Taskforce/IES Update—Tabled

10. SIS Update
Mapping and not losing data during SIS conversion is going to be critical. Ryan will let Jorge know that we need to be involved in the conversion so that nothing is lost in the process. Coding of the database will have implications widespread. With new tools and abilities let's build in the right things!
CCC Apply-- flag needs to be activated so that SSN is not an optional field. When missing the data it is problematic at times for reporting. Needed for EDD data. Reasons to obtain it but concern of privacy and policy of data security, etc. A&R may have more information on privacy issue. Idea from DRC perspective is data matching. MIS uses it as well. Take this issue to A&R next month at their meeting-- opt in versus opt out. 35% of students in our District are missing ssns.
Contract is finishing negotiations and has not been Board approved yet.

11. FON-- Gregg Mazarelli
FON Calculations. Ask Gregg to send DRC list the powerpoint. Coding of faculty assignments are key to have correct data calculations. The way SFP assignments are also coded makes a difference. Probe/Tenured are SM or S2 (ESG code). Campuses should review their assignments and ensure all faculty are coded correctly. Does the DO send a report to the campuses? Not sure as to how consistently it is actually sent out. Supposed to be done monthly-- sent to SPOCs which should then be shared with Deans/Dept. Chairs. FON is pulled straight from SAP (extract based on transaction codes). Release time is counted in 2 different pots. Dept. Chair codes play a role/factor in here. How the FTE shows has an impact. Full-time faculty teaching 1.6 only calculates as 1.0-- the .6 does not get counted in at all so it is not held against us, and does not help us either. Calculated at one point in time, fall to fall usually done after census. For 75/25, non-instructional faculty are counted in (Counselors and Librarians). Leaves are counted in (sabbaticals/unpaid etc.). Retire/resignations are counted based on date of signing resignation paperwork. Duty days factor (45 days) for late separations.

12. Other Business
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DRC-- Feb. 16, 2012

Ryan (ELAC), Maury (D.O), Cathy (D.O.), Alfred (ELAC), Lavonne (LASC), Ed (City), Kate (LAPC), Sarah Master (D.O.), Rhea (LAHC), Phil (LACC), Stanislav (D.O.), Sarah Crespo (D.O.), Hahn (LAMC), Kristi (LAHC), Carol (LAPC), Ana (LATTC), Joan (LASC), Michael (LATTC),
Guests: George and Tatiana

1. Approval of agenda

2. Approval of minutes

3. FTES reporting-- see hand out from Cathy
Expectation that we will be funded at reduced base funding to a total of 97,567 FTES. For 2012-13, best case scenario would be funding at 96,084; worst case scenario would be funded at 90,742 which would be a 5% reduction. Ballot initiatives will affect the outcome. Won't know until Nov. which we will be funded (after election). Currently expecting to be at over 100,000 FTES for 2011-12 (reflecting unfunded growth). Title 5 will impact some enrollment for next year: fee increase, repetitions, change in drop date to day before census (per Chancellor's directive)-- won't know the impact until we see it. May possibly result in lower average class size. Accounting method change-- asynchronous change to MOI 1; info tech hasn't sent it to production yet, so don't know the outcome yet. Should go live within the next week. TBA audit will have implications for each campus-- at some campuses, the impact will be big. Bottom line: too many moving parts to have a handle on the "if then" outcomes.

4. George's Report on Basic Skills-- see hand outs
George has been working with Rossier School of Education, USC. Presented at CARE conference. In the past, the research on basic skills has been conducted by individuals not familiar with the community college system. There is a concern that the literature has not been based on solid foundation and often recommendations are counter-productive. The current project uses regression discongruency techniques to develop a "quasi-experimental like" study on basic skills math. Much literature on acceleration but no actual research. There is a lot of talk about acceleration, but not much data to support it. It may serve a certain group of students, but without better methods associated with the discussion the needle cannot be moved. Further discussion centered on examination of transfer level math and progression. George described more details of the methods used in looking at the data. Much data drilling was done to try to figure out where the connection is to move the pipeline along. Expect the repeatability change will change how students approach classes because are going to not have options.

5. ARCC
Up to 500 word response due March 9 by 5 p.m. (cuts you off at 500). Make sure you complete it-- be sure your campus President sees it and approves it before you submit as when you click on submit it confirms that your President has read and agrees to what is submitted. Suggestion made
about comparing against own data collection and analysis because ARCC data is so selective and paints an incomplete picture.

6. Survey Update
Labels are blank and print your own with template is coming on Tuesday of next week (21st). Running the labels after census date for better accuracy. The combined sections will print on one label. Rosters will come as well, but will be printed by the D.O. and delivered. If they can determine how to do it via email, will come that way. Instructions for the administration of the survey will come via email. Need 80% completion of survey. If a student has taken the survey in another course, they don’t complete it again-- only one submission per student. Keep records of response rate per class. Data collection begins on March 9. Send reminder. Instructions for cleaning the surveys will come from Sarah M. this week as well. Scantron will recycle the surveys. Questions about why students are choosing online classes would be an additional area that could be asked in the online version of the survey.

7. AtD Update
Stan submitted all the LACCD data on the AtD Data Tools site and is now available. Watch the claims that come in the reports from AtD because some of them are not valid claims based on the data used to examine the variables. SSI memo from Deborah Harrington asking for Data folks to attend. Sarah M. and Maury will represent data interests and report back at each DRC meeting--will be a standing agenda item during AtD involvement. Late adds issue-- data does not reflect late adds, but late processing and lax enforcement of policy on late adds. Opportunity to make a "cultural shift" now as we move into the new SIS. Harbor's Data Team made a recommendation to their College Planning Committee to follow and enforce the policy regarding processing of adds/registration. Ryan recommended all Data Team recommendations from each of the campuses be shared at DRC as we progress so we are aware of each campuses findings. Sharing = good.

8. UC Riverside Project-- see hand outs
Research requests from UC-Riverside. Need a District IRB process for these types of requests. How will the researchers be obtaining the participants for the qualitative data? Agreement expressed by the group that the Presidents/Chancellor should approve these District requests. Before it goes forward to the Chancellor's cabinet, DRC would like the IRB proposal with the methods and interview questions, as well as how they will obtain their participants for interviews.

9. College Board Study
Who has turned in the data? City, Mission, and East do it. But not a priority. Very similar to IPEDS data, so feel it is a duplication of effort. Suggestion to direct College Board to use the IPEDS data. Strategic Planning goal to make a report of data that is meaningful to the District by all of the colleges. Concern expressed about SARS data being pulled into the SIS. Ana will follow up with the group and show what data reports could be useful from SARS. Data sounds to be watered down and may not be as useful as it could be. For example, if most students indicate "general advisement" as their goal for the appt., how useful is it?

10. Program Review Taskforce-- no update reported (time)
11. SIS Update
Protest withdrawn Feb. 15 near 5 p.m., so the contract will be going forward to the Board asap. District Strategic Plan should include unifying the data as we head into the SIS.

12. Other Business
None