

Oregon Community College Council of Institutional Researchers
Fall Meeting – November 18, 2010

Location: Linn Benton Community College, Albany Campus <http://www.linnbenton.edu/>

Room: Vineyard Mtn./Siletz Room in CC213 upstairs in the Calapooia building - previously the College Center.

Meeting Notes

8:30 a.m. Continental Breakfast

9:00 a.m. Campus Updates

- Bruce Clemetsen – Introduction and talked a lot about Student Success initiatives and measures for Oregon community colleges.
- Laura Massey – PCC Enrollment growth up about 5% FTE. Purchased Tableau and are learning this tool.
- Paul Breedlove – Klamath FTE up about 17% from last year. Winter looks up as well. Building 3 new buildings - Career and Tech Center in December, Health Sciences building in spring, and Book Store buildings. Added TRIO grant and Practical Nursing program.
- EJ Ayers CCWD – Very busy with KPM's and preparing for the Way's and Means Committee activity.
- Curt Summerfield - Rogue – Up a little fall term but flat with spring so enrollment may have nearly topped out.
- Judy Redder from Clackamas – Will go for a bond election in the spring. Fall 4th week data up about 6% in FTE and 4% in headcount compared to last year. Will move to Datatel Analytics reporting. Doing a market research project for enrollment purposes and in support of the Bond initiative. Actively interviewing for a new IT Dean.
- Jacob Lear Clatsop – Summer FTE about the same at the prior year and 4th week FTE was down when compared to last year. Just finished remodeling a campus building. The college has launched a new web site for the college updating its web presence.
- Marilyn K. OCCURS – An additional project coming down the pike is a economic impact study related to Community Colleges in Oregon. We are also involved in a 4 state data sharing initiative with Washington, Idaho, Oregon, and Hawaii. Doing data clean up for Perkins reporting
- Craig Taylor Lane CC – Lane enrollment may have plateaued. Is in the process of doing a bond process, involved in contract negotiations, and are looking at all the planned projects on the main campus. Really looking at the budget and starting the budgeting process. Working on progression and completion data and related processes. Everyone at Lane is aware that they need to be able to contribute to student success in the form of academic progression and completion. We seem to have competing sets of agendas when it comes to reporting student success and Lane is working on participating in several grants that have different measures that require a lot of work to support and use similar terminology but the underlying definitions differ.
- Fauzi Naas Chemeketa – FTE up by 1.47%. Working on LEAN processes with a consultant. Re-visiting indicators and measures of planning and reporting processes for the departments and the college. Working on budgeting and rethinking resource utilization and where financial resources may develop. Looking at utilizing Banner more. Sustainability is uncharted waters at this point but is in the conversation regarding how to incorporate sustainable concepts into the college.
- Paul Guthrie Chemeketa – Is a new Grandpa (new grandson named Oliver)!
- Marjorie Blake Oregon Coast – Transitioned to new data system over the summer. Added a 15\$ surcharge per credit for winter and spring terms. Had a very limited summer enrollment due to the data system change.
- Beth Pearlman Chemeketa – The unit plan process is essentially new with the idea that the data will roll up into a master document. She has been working on this as a manual process this time but will look to automate it in the future.
- Rob V. PCC – Working on learning the Tableau reporting toolset and is using the tools with CCSSE data to demonstrate features of the tool set and present the data.

- BJ Nicoletti LBCC – Summer FTE up 20% most in LDC but some in the ACE. Local economy is still experiencing lay offs so this may drive some of the enrollment. FTE up about 1.7% at fall 4th week so the college enrollment may be leveling out. Received 2 new NSF grants and are posting data on our IR web page. Did 3 focus groups with business and industry to help determine workforce needs. Climate seems to be shifting away from tech skills to have a good core of non-tech skills so that the industry can then bring employees up to speed on Tech skills. Did the graduate follow-up survey and had very good participation so the results are valid across the various disciplines. Involved in the accreditation process of writing to the core themes and objectives and starting the conversation on data points. Getting ready for CCSSE and is continuing to support grant writing and internal reporting.
- Dan Yoder UCC – Umpqua’s FTE is up less than 5% fall term. The Southern Oregon Wine Institute building is in progress all with donated funds. The college is preparing for a bond election in support of matching funds for building a Health Occupations, Technology Building, and other campus updates. Rita Cavin past president of Linn Benton is our current interim president and will help guide our search process.
- Karen Carter Columbia Gorge – Enrollment and FTE is flat for fall term. Received a Title III grant that will allow the college to hire dedicated resources for IR, Registrar, and other positions and will support reporting. Moving toward accreditation visit spring 2011 and hope to be independently accredited by spring 2012.
- Chris Egertson - Central Oregon CC up about 11% FTE at 4th week. Several building projects are in progress so space is limited and have added several parking lots to facilitate access. Have started on the new Culinary Arts building which should be done by next fall. Have hired a number of new positions on campus with several positions focused on student success and retention.
- Robin – FTE up about 15% summer and fall 4th week combined. Is working on accreditation projects.
- Paul Karczag MHCC – FTE up about 11% for summer term and up 95% at 4th week and expects to be up over 100% over last year fall term. Building a new child care development center on campus.

9:30 a.m. IPEDS - Net Price Calculator - BJ Nicoletti

➤ <http://www.airweb.org/page.asp?page=2106>

- This subject was left over from the summer agenda and has a financial aid component that IR may have to participate in. BJ will resend links to the requirements, template and contact person. The calculator must be posted on the web at all schools by October 2011 so that students can determine their costs as related to your institution. May wish to use the Department of Education's template but would recommend adding explanatory language to explain the results. This is a Financial Aid requirement but IR will be likely asked to assist. Support will require an annual review of the template and insuring that both the template and data are current and are reasonably correct.

10:10 a.m. Break (5 minutes)

10:00 a.m. CCSSE Preparation Spring 2011 administration

➤ CCSSE will not have financial aid question – there will be 5 questions on “Learning”.

➤ Oregon questions review – Brynn P. COCC

○ CCSSE Schedule: Spring 2008, 2011, 2014

○ SENSE Schedule: Fall 2009, 2012, 2015

➤ 15 questions @ \$2,500 (CCWD will pay!)

- Discussion commenced – The group decided to delete the 3 questions (7, 8, and 15) that are part of the current survey special focus questions. Two questions will be added with one question (replacing question 7) regarding Library/Learning resources and the second question (replacing question 8) related to food services. Dan will update the questions and send the draft to Brynn and Chris prior to a final update. Final questions must go to Connie Green by next Tuesday or as soon as possible. Good work Brynn!

10:35 a.m. CCWD Student Success Committee – update on the Student Success Indicators – Laura Massey

- Laura M. update - Several areas are a real challenge such as GED and Adult High School Diploma. We found that some students that have already earned a GED or AHSD do placement test at the level of remediation where they would enroll in classes in these areas. We also found that a number of students enroll in adult basic skills have no intent of transitioning to college level or Career and Tech level instruction.

- Marilyn K. - We may need to better define ABE and Adult High School and track these students and move all others at these levels into the lifelong learning category. Matching to TOPS should help to remove students that have college credit from this group.
 - o Marilyn would like assistance in answering “What should we call the group of students enrolled in adult basic skills classes that want to progress into college level?” ACTI codes do not always represent a pure interpretation of its description. Please get back to Marilyn with input.
- The initial sense from the IR group is that using the TOPS data to help determine those students who intend to continue on to college level instruction for use in tracking makes sense and that developing appropriate descriptive terminology to label the students that do intend to progress is important.

11:00 a.m. PRISM explanation/uses, and any wage match questions (John) ; Current occupational data and the 2008-18 projections (Will); Oregon Employment Department as a resource to Community Colleges – John Glen and William Summers

- John Glen - Oregon Employment Department and will talk about Performance Reporting Information System (PRISM) and Wage Record Interchange System (WRIS). Records are submitted by employer’s quarterly and include 95% of Oregon workers only and within 90 days after the end of the quarter the data becomes available. Occupation data is not collected from employers. Reviewed the timeline for determining wage impact related to exits and reentry into the workforce – takes up to 4 quarters to be able to produce the outcome data due to the time needed to aggregate partnership data.
 - o Send John a request to be put on the list serve to automatically receive the summary report for your region. Will look at developing a summary placement and retention report by county or possibly by college. (I thought that John definitely said he would do a college by college report – did someone talk to him later?)
- William Summers – BJ introduced Will and gave a brief overview of the value and partnership Linn Benton has experienced in working with him. Highly recommended partnerships to have. You can find your regional economist listed here: <http://www.qualityinfo.org/olmisj/DoQuery?itemid=00005779&contacts=S&subject=Go&keyword=&subjectid=006>
- Occupational data and the 2008-18 projections.

<http://www.qualityinfo.org/pubs/projections/projections.pdf>

Your area economist can make State occupational projections and your region’s occupational projections available to you in an Excel spreadsheet as well. Economists use a variety of tools to do projections to a cover a 10 year period which are updated every two years. Will reviewed the projection data sheet with perspective in how to interpret the data. Projected declines in employment over time does not equate to a declining industry. It may mean that increases in automation translates into fewer employees and reflects a greater efficiency for that industry. Went over how to use the Business Information Center located at:

<http://www.qualityinfo.org/olmisj/BIC>

You can use this tool to focus on industry staffing patters for a particular occupation which include projections for the region as compared to the state as a whole. Manually go to the document index and look for OP4T documents in the document index and look for the top 20 occupations we should be training students for the state and each region. Read through the documentation to better understand the report reports – <http://www.qualityinfo.org/olmisj/DoQuery?itemid=00000184> and <http://www.qualityinfo.org/olmisj/PubReader?itemid=00006263>

This will show baseline estimate data and can be used to start the conversation with the industry in your area. Also use this information in tandem the 10 year projections and survey local industry to validate local understanding. (Presentation followed by many questions and perspective on uses of this data.)

12:15 Lunch (potato bar buffet, salad, rolls)

1:15 p.m. OCCURS – Marilyn K. CCWD

➤ Perkins IV – Various topics Brent Jacobsen / Marilyn K

- Brent Jacobsen – Perkins IV update.
 - o The students with Pell grants count that is submitted through OCCURS is key to the distribution formula for Perkins funds to each recipients. Marilyn will be requesting this count for the 2009-2010 academic year in January 2011.
 - o A question was asked in regard to how colleges may report remediation as relates to Perkins IV. The concept is to generate and understand the connection of moving students from the high school into the post-secondary level. A program of study, under the federal guideline, is comprised of a program of study that bridges across the

secondary/post secondary boundary seamlessly. We don't count 45 credit or less Career Pathways certificates. If the Career Pathways are embedded than only completion of the final college level certificate or degree is counted.

- Please share perspective regarding unique data issues with Marilyn and Brent.

- Marilyn K.
 - Special Course Types – History and Use - Marilyn K followed by a discussion of how they are currently being used by the colleges – (Judy Redder requested) (Postponed until winter meeting.)
- Marilyn K. – Student Success measures base line data was distributed to the colleges with adjustments.
 - Marilyn is using the OCCURS cumulative credits field to determine college credits taken.
 - We need to have credits reported on courses that we want to collect – proposing to include only college level credits for OCCURS reporting. The result would be error checking where credit hours reported under ACE, Adult High School, non-reimbursable except under ACTI code 512 and ESL. Use ACTI code 512 for all classes that are non-reimbursable (due to being taught out of state, credit challenge, or other “administrative” reasons) but not hobby and recreation but where you do want to transcript credit for the students.
 - PSR credits – All colleges please review the credit classes under this ACTI code to insure these classes are PSR classes and not associated with GED, ADHD, or other. Are these credit hours graded and transcribed on the students' undergraduate transcript? Marilyn will send an email requesting input on which PSR courses we ought to count as credit courses – Shall we include all, none, or just those that are included in a post-secondary program?
 - Still discrepancies between the total credits reported on the CR and PT yearly file and sum of term files.

1:45 p.m. KPM update – EJ Eyers CCWD

➤ KPM 8 Nursing Completion operational definitions

- Marilyn K. – KPM 8 – Proposed definition: denominator: “All 2008-9 students enrolled in 15+ 200-level Nursing Credits” Numerator: “All 2008-9 students enrolled in 15+ 200-level Nursing credits who completed a Nursing program by Spring term 2010.” Extensive discussion followed resulting in a general consensus in support of this definition.
 - Each college will check the numbers that Marilyn passed out with our Nursing departments and gives her any feedback.
- License exam completion data
- EJ Ayers – Passed out KPM data definition sheet:
 - KPM #9 SBDC Business Startups was deleted as there was no related data collected. Currently looking a redeveloping a SBDC related measure. Please have your SBDC program staff review the proposed definition to give feedback to EJ.
 - KPM # 11 Licensing/Certification Rates – Oregon community college students' pass rate for national licensing tests compared to national pass rates. Discussion over challenges and logistics followed. EJ proposed developing a web based data submission through data entry by each college system. This idea received positive IR support.
 - Business and Industry Training Systems (BITS) – They would eventually like a measure that speaks to their work in addition to an evaluation of their customer service.
 - KPM graphs may be difficult to read where both small and large colleges are represented on the same graph. Consensus view was to not provide graphs of this data as the colleges break out their data for internal reporting.
 - Please review the KPM materials provided and give EJ feedback.

2:20 p.m. Quick break (10 minutes)

2:00 p.m. Green training performance/data system update and discussion. - Tammie S. CCWD

➤ Coding classes for green content – reported at the section level to OCCURS but flagged at the course level in locally provided Excel tables.

- Tammie S. – Reviewed the Green Training Performance system and progress report. (Lots of discussion!) <http://www.qualityinfo.org/olmisj/OlmisZine>
 - Each college will need to flag each course with each of the five categories that apply and will also have to list the % green for each course section.

2:35 p.m. HB 2557 Reporting Requirements – Krissa Caldwell OCCA

- Krissa C. – Reviewed the draft HB 2557 document.
 - This report will be due to the CCWD September 1st of every year.
 - Use Fall 2009 end of term FTE data for the current year report.

The meeting adjourned at 4:30 and we were not able to finish the agenda.

- Special Course Types discussion will be moved to the next meeting agenda.

Meeting Notes by Dan Yoder

- 3:00 p.m. Update and discussion:
- May meeting is scheduled for the day prior to the AIR conference in Toronto – Should we schedule for a different day?
 - Meetings/Conference updates
- 3:30 p.m. Campus Tour

OCCCIR Meeting Schedule 2010-2011:

- 11-18/10 at Linn Benton CC
- 2/17/11 at Chemeketa CC
- 5/19/11 at Umpqua CC

Telephone Conferencing:

- SWOCC – can dial 5 other sites with Lifesize communication
- LBCC – Call LBCC media services at 541-917-4672

Attending:

- Beth Perlman Chemeketa
- BJ Nicoletti LBCC
- Brent Jacobsen ODE (afternoon)
- Craig Taylor LCC
- Curt Sommerfeld Rogue
- Dan Yoder UCC
- David Loos CCWD
- EJ Ayers CCWD
- Fauzi Naas Chemeketa
- Jacob Lear Clatsop
- John Wykoff OCCA (not for lunch)
- Judy Redder Clackamas
- Karen Smith OCCA (not for lunch)
- Laura Massey PCC
- Marilyn K. CCWD
- Marjorie Blake OCCC
- Paul Breedlove Klamath
- Paul Guthrie Chemeketa
- Paul Schroeder State
- Rob Vergun PCC
- Tammie Start GTPS Coordinator
- Call In:
 - Brynn Pierce COCC
 - Chris Egertson COCC
 - Karen Carter CGCC
 - Cindy Rowe TBCC
 - Paul Karczazg MHCC
 - Robin Bunnell SWOCC

Guests:

- John Glen – Oregon Employment Department – Program Analyst
- William Summers – Oregon Employment Department - Workforce Analyst

Not Attending:

- Bruce Clemetsen clemetb@linnbenton.edu (541-917-4806) CSSA Liaison
- Megan Jenson OCCA
- Ron Smith PCC
- Steve Rose OCCC

