

Institutional Research Committee
Meeting Notes
October 25th at 2pm

In Attendance:

Claudia Youakim
Collin Saint-Onge
Erin Barnett
Hanuu Leppanen
Scott Blake
Fred de Yampert

Note: Hannu suggests that someone from the Registrar's office or Darren should be present.

Hannu: In the past, committee existed, but never met.

Hannu is part-time. He's only had two weeks to work on the institutional data within the academic year. In previously years, he's focused on attempting to retrieve data, such as for IPEDS and National Survey for Student Engagement (NSSE). The data is being pulled from empower.

*Hannu has access to Crystal reports.

Would like to incorporate data on sports. However, retrieving data is manual, time-consuming, and introduces human error due to a lack of proper coding. Hannu (as well as Scott Blake and other administrators) have requested that a "primary sport code" field be added to empower which would speed up the workload and introduce proper coding procedures.

According to Scott Blake, adding the code will cost about \$1200, which has previously been reported as an item that is not in our budget.

Hannu suggests that empower is updated with the "primary sport code" field, so that we can input data in the system and aggregate it directly from there. In all, this will make retrieving reports easily accessible and increase data accuracy.

For global digital classrooms - we need to increase coding and reporting strategies. As of now coding is voluntary, but should be mandatory.

- Empty fields should have another option in all the above data collected.
- Need entry and follow up responsibility.

Erin: Presented National Survey for Student Engagement (NSSE) data at IPC. Gathering baseline information. In zip files. We receive those early February. Respondents will receive \$15 gift cards to apple bees.

*National standardized survey

****IUPUI**

For AGBIS, Erin created a survey to gather retention of senior students.

Fredi: National Survey for Student Engagement (NSSE) is measuring incoming freshman and outgoing seniors.

Collin: have demographic info, and academic records.

Collin: In the admissions – prospects, apps, accepts – to see conversions of each stage. Report if they are meeting goals for recruitment. Makes the argument that it's not effective. To forecast acceptance but need better measure.

Suggests that we see who stayed, academic outcome, demographic – in comparison to who is not staying. Need academic information over time.

Where do we go from here?

1. Need to add primary sport code in empower. This creates a major drawback in analyzing data, and introduces human error in data entry.
 - a. Fredi will bring the details to the management team about the \$1200 to fund this task.
2. What have departments been collecting as far as data? Claudia to create form and request departmental information from each Dean and Director on campus.
 - a. What type of data?
 - b. College of health sciences – mandatory *versus* voluntary reporting
 - c. Grad data?
 - d. Include admissions, student affairs, registrar (enrollment report), etc.
3. Need to have information to share with campus community (not that it has to be share publicly).
 - a. Pending....
4. Need previous institutional record data.
 - a. Scott creating an IR committee group in Google.
5. Need to standardize post-grad info for Finlandia students (job placement rates, in your field? etc.)
6. *Next meeting before thanksgiving November 15th 2p.*

Need to report IPEDS data (it's a couple years delayed) but it is available online.

We are a two and four year institution, which creates an error in reporting things like graduation rates.

*Outcome measures program – acquires student records. IPEDS survey module that student clearing house – trace graduates beyond our institution.

Post-graduation: nursing sends a survey; business started; Art and design MAY; program specific follow-up tool. Trio and other departments – not sure if they are following up.

CHS post-grad info.

Recruitment and retention.

**Institutional Research Committee
Meeting Notes
November 29th at 2pm**

Attendance

Claudia Youakim

Collin Saint-Onge

Kelly Dostaler

Erin Barnett

Hannu Leppanen

Scott Blake

Fredi de Yampert

Agenda:

update from Fredi and Hannu

Hannu transition

Collin transition

Update: Hannu is transitioning out of his IR position.

Fredi states that the report for the HLC focus visit report is due in the Spring semester so having Hannu on board would be helpful.

General consensus: Institutional reports are not being recorded properly; the primary sport code is not perceived as a top issue, however, it will double or triple counts which complicates tally.

Hannu was given the task of retrieving information, but said “it creates extra work for people looking at the data...” – Hannu

Dual athletes are not entered into admissions, at all. Just primary.

Athletics does keep track of students multiple sports. Provide a roster, each semester.

Athletic retention is tracked by Erin

*She is contacting someone from Empower to see why different departments are getting different information. In February.

*Claudia: Email Deans for types of reports they are collecting (create and email form so that the IR committee is aware of the types of existing data collection taking place on campus).

Collin states that having graduate surveys would help.

- We need a graduate survey for students, and a process in place to disseminate the surveys.
 - Fredi will send me a copy of the survey
 - Erin will send me a copy of the survey

Institutional Research Committee

Meeting Notes

January 24th at 2pm

In attendance:

Claudia Youakim

Collin Saint-Onge

Kelly Dostaler

Erin Barnett

*Brief meeting. Could not address meeting agenda items regarding primary sport code or data collections follow up due to absentees. Next meeting February 21st.

Institutional Research Committee

Meeting Notes

February 21 at 2pm

Claudia emailed group for updates in lieu of meeting.

“Hi All,

In lieu of having a meeting, I'm hoping to get some updates (I have to devote my time to office hours during our meeting time this month).

Can you please provide me with updates regarding your progress with data retrieval - Hannu? Scott?

Any updates regarding updating the empower software, Fredi?

I'll be sharing the meeting minutes with you all and we can review them and reconvene on Wednesday, March 21st at 2p.

Thank you,

Claudia”

Replies are as follows:

Hi All,

I will work on the data retrieval next week. — Hannu

—

Targeted Empower training was last week. We will know more about what we have access to that we're not using to its full potential soon.

The IR transition is moving along. The Registrar's Office is assuming the duties of entering IPEDS student data.

More to come.

- Fredi

April 25, 2018

Moving forward:

Claudia:

Concerns with turn around time and efficiency of data collection due to unsatisfactory guarantees from Scott and Hannu

Fredi:

"no money" for empower update with sport code.

Scott:

Still working on retrieving data. Is/Was working on IPEDS, on admissions forms, and with Hannu during his transition out of Institutional Research.

- Will continue to work on data in the summer.

Jason Sullivan (made a guest appearance aka. was walking by and was solicited into the meeting):

- We do not have a way to retrieve what students are athletes (active/inactive),IF we have a sport code (missing in empower at this point).

Hannu: Has exited.

Add: Tracy Henderson and/or Jason Sullivan (someone from the registrar's office)

Add: The committee needs a statistician (Jason Oyadomari has shown interest)

Add: A social scientist (Richard Gee is my recommendation; it would be great if he is on the assessment committee and IR)

Add: Denise feels that highlighting department-specific successes, e.g. Art and Design has a high retention rate... show-case that on our website.

END.