

AMERICAN RIVER COLLEGE

DATA INQUIRY GROUP

1 December 2015 (3:00 PM – 4:30 PM)

ITC Training Room

DRAFT NOTES

The group discussed the availability of the meeting notes to members as well as those outside the group. It was determined that the notes would be made available via ARC Docs.

1. Revisiting Institution-Set Standards (2nd Review)
 - a. Integration with planning and Program Review
 - b. Documentation of formal review of ISS metrics

Yuj Shimizu reviewed information shared at a previous meeting regarding the recent accreditation site visit team's concern about the use of Institution Set Standards (ISS) at American River College.

In short, it was clear that while ARC did establish ISS, there was not a common, shared understanding of what ISS were and how they were to be used.

Therefore, the Office of Institutional Research developed a proposed model and a set of proposed actions to DIG for discussion and recommendation to PCC.

ARC should:

- Formally adopt a comprehensive list of ISS that inform how the college is achieving its stated mission.

Proposal #1: ISS for developmental education to be developed by the Basic Skills Committee by end of Spring 2016.

- Formally adopt a process for responding to results that fall below ISS that integrates ISS into our existing cycle of ongoing evaluation, resource allocation, planning and review.

Proposal #2: Integrate ISS into EMP, Program Review, and Professional Development.

- Formally revise the ISS metric such that it accurately reflects a minimum acceptable standard.

Proposal #3: Revise the metric for setting the ISS to the 95% confidence interval lower limit based on the average of the previous 3 years.

- Communicate the ISS to all constituent groups.

Proposal #4: Adopt a regular schedule for communication of ISS results and the development of resulting action plans.

- Relevant groups to include would be DIG, PCC, Deans Meetings, Academic Senate, Classified Senate, Council of Dept. Chairs & Coordinators (and possibly others)
 - Results could be discussed in March-May
 - Action plans could be discussed and developed in September-November
- Formally adopt a process to evaluate how ISS are working at ARC.

Proposal #5: Establish a regular cycle of evaluation to determine the appropriateness and effectiveness of ISS at ARC.

- ISS metric evaluated annually (January-February)
- Overall process evaluated every 3 years (2016, 2019, 2022)

Group was generally supportive of forwarding the 5 proposals to PCC, providing there would be some details related to who is responsible for implementation, timelines, etc. Established if/when the proposals are adopted. There were also questions about Student Services and other non-instructional department level ISS's which were not fully discussed yet. Also, there was a discussion that an additional process to address slow decline of ISS performance over time that does not "trigger" action within the 95% confidence interval in any given year may need to be developed that would include a longitudinal report and analysis.

2. Office of Institutional Research communication

As a follow-up to discussions at previous DIG meetings, Chris Olson presented proposed enhancements for increasing information dissemination and facilitating better use of new and existing research products and information throughout the college that included including a “Stat-of-the-Day” or “Did you know?” item in ARC Notes newsletter, periodic Research Briefs about a single topic that would inform and encourage discussion about “next steps”, a redevelopment of the OIR landing page in ARC Insider, a development of a OIT Info/Report Portal/Dashboard, and more.

DIG members supported and were excited to learn more about the possibilities. It was suggested that the next step would be presentation to DIG about options for what is feasible in terms of which of the enhancements to develop first, what to make available, how, when, to whom etc. DIG could then make recommendations as to how to prioritize the options.

3. Civitas Illume

DIG members now have access to Civitas Illume. Betty Glycer-Culver from LRCCD OIR was present to discuss and answer questions about the product.

- What can Illume do to provide information?

Illume is a tool that is designed to help us make predictions about students, student behaviors etc.

Illume uses our data to provide information that may generate research questions about what is happening based on observed patterns in the data about our students, provide a data-based confirmation of our “hunches”, and allow disaggregation of data in terms of specific student populations, specific time frames of behaviors, etc.

At this time, the only dependent variable is student persistence. However, the Civitas definition of this data element is not yet known.

- Who has access? What is the mechanism/process of using the data?

LRCCD OIR and ARC DIG members have access. We are still in an exploration phase in terms of understanding and using the data.

- What are the sources of the data? What are the definitions of data elements in Illume? Is there a data book/code book? What are the available proxies and/or filters?

LRCCD is providing Civitas with PeopleSoft and D2L data. No data book/code book of explanations/definitions has been provided by Civitas.

This is still very much in development.

- What is the process of developing the use Civitas Illume (and possibly then Inspire) at the district and/or at each college? For example, is there a work group or advisory group at the district level? Is DIG that group at ARC?

District is developing a Civitas steering committee and a work group that will have members/representation from each college and a means to communicate with Civitas as well as the colleges.

Illume is ready for exploration, if not for "prime time". ARC is first to request access (to DIG members). DIG may be charged with exploring, to generate questions, and understand what is possible to learn from the data.

It was noted that it appears that Los Rios is really in a Beta test of Civitas Illume.

Members of DIG had a lot of questions that remain unanswered. Betty indicated she is working diligently to get questions answered for the district OIR and ARC DIG.

It was suggested that DIG determine what "next steps" should be taken as a group with respect to Civitas Illume. In the meantime, individual members were encouraged to login and explore. A possible future agenda item for DIG would be the generation of questions regarding Civitas Illume.