

District Research Council
Working Group Notes
October 20, 2016
10:30 – 12noon
Cypress Conference Room - District Office

Present: Chialin Hsieh, Cheri Jones, Kimberlee Messina, Gohar Momjian, John Sewart

Purpose of Fact Book:

After briefly revisiting the history and process by which the 2014 District Fact Book was created, and the value of updating the Fact Book as is, the Council agreed on the following:

- a. Begin a new process to create a District Fact Book;
- b. Consider the intended audiences (ACCJC, public, students, parents, media, faculty, board);
- c. Ensure that it meets accreditation requirements as Districts have more accountability placed on them than in prior years
- d. Align with Strategic Plan
- e. Focus on Core District Indicators
- f. Data presented as part of District Fact Book should be consistently presented on College websites
- g. College data and information will continue to provide more detailed information and will be more customized to meet the needs of their College on their websites (which will not be on the District site)
- h. College research teams and District staff need to agree on common definitions for the Core District Indicators
- i. Narrative and context is helpful to include with data in Fact Book

Process:

The Council agreed to meet on a regular basis to coordinate common efforts, and generally agreed that the mission and goals for the Council as stated on the website are still relevant.

Next Steps/To Do:

- College researchers to send to Gohar their core indicators and/or dashboards to help identify commonalities which should be included in the District Fact Book.
- Kimberlee to invite Bruce (IT) and Kathy (Exec VC) to join group and/or serve as resource
- Gohar to set up standing meeting schedule
- Research team to provide feedback to Gohar/Kimberlee on the Strategic Plan/College Initiative data reporting template that was shared with group

Next Meeting:

- Focus on identifying the Core Indicators for the District Fact Book and coming up with common definitions
- With Bruce's availability, discuss the IT options for moving forward on the Fact Book, as the Colleges use different programs, e.g. SAP, Data Dashboard System