DSSWAG

Monday, March 30, 2008
Board Room
3:00pm to 4:30pm

Attendees: Greg Stoup, Rob Johnstone, Eric Raznick, Edgar Coronel, Jose Pena, Ada Delaplaine, Jing Luan, Kathy Blackwood, Suki Chang

Absent: Maria Norris, Sherri Hancock, Henry Villareal, Donna Bestock, Bart Scott

Agenda:

ACTION –

1. Review notes from Nov 24, 2008
   Item #1:   postponed. Donna and Sherri are absent.
   Item #2:   Rob has results to report
   Item #3:
   Item #4.1:   Jing will not sharing the slides yet due to the Board presentation on 4/1/09. However, he would like to talk about distance ed.
   Item #4.2:   Eric is working on with JAM (Jose, Ada, and Maria) to identify whether the classes are on-campus or off-campus. Also Bart is working on with Charlene and ITS, if concurrent students are displacing continuing and returning students which has issues with Title 5.
   Item #4.3:   International students: Bart asked to clarify that if colleges agreed to use the coding we agreed to at the meeting at Cañada for Fall 09. Maggie Skaff would know.
   Item #4.4:   International students and out of State students' revenue: Kathy said we still have the single code. As long as we can identify who they are, we will be fine.

DISCUSSION –
1. FTES Audit Process documentation cross-fertilization update (All)
   Jose said he has not modified the document Skyline created for Cañada's purposes yet mainly due to the absence of VP, and he doesn't think he would be able to work on it soon. Jing asked if we want to keep this subject in the future agenda.

   Action: We will bring back at the next meeting, 5/27/09 and ask Sherri and Donna for an update on Skyline's FTES audit process.

2. Survey of enrollment information AND training for managers (Donna, Rob)
   Rob said he had 16 responses; 3 from Cañda, 5 from CSM, 5 from Skyline and 2 from District.
   Questions were in 4 areas: enrollment, faculty availability, productivity, and understanding of data. Most responses are positive exception of a few negative answers.

Jing summed up that the results tell us that people are interested in load, FTES and training. Jing asked Rob to consult with Vicki that if she wanted to bring the results to DRC, and commented that instead of doing a survey at a future managers' forum, we should do training on the enrollment reports we have and collect their feedback.

Action: Rob will put the open-end responses in Word and send to the members.

3. New Race/Ethnicity Reporting (Eric, Researchers)
   Eric reported that we have a big change in ethnicity reporting. The new categories are consisted of 21 areas, and student can answer more than one area. He made the changes in Banner. Students register from summer 09 will see the changes, as well as HR and administration system. He is also modifying the MIS data. There will be many issues results of the change. One of them is that new collections of ethnicity can be misleading and conflict with old collections. He has a script from SunGard which will allow us take the old data and populates with new fields, but we still have issues with 1. Do we want to move old data into new format?; 2. Do we really survey students?; and 3. When do we run it? Broader issues are: what do we do with old reports? How do we prioritize the reports to fix? etc…

   Edgar explained new survey categories. For the experimental purpose, Jose suggested "T" for multi-ethnics.

   Action: Eric needs make changes in next two months, and he will bring back with a draft reporting in next DSSWAG.

4. Adding "Distance Education" numbers to Hyperion Enrollment Reports (Jing)
   Jing will have Board presentation and thank everyone for good work, in terms of distance ed coding. Jing questioned if he should broken out distance ed headcounts (hybrid, online, telecourse). All said to broken out the headcounts by 3 areas. In some cases, students will be double counted.

   Action: Edgar will run some numbers and lay them out and bring it back to the next meeting for review and adoption.

Next Meeting: April 27, 2009