

University System of Georgia
Administrative Committee on Institutional Research and Planning
Minutes of Fall 2009 Meeting - October 27, 2009

The University System of Georgia, Administrative Committee on Institutional Research and Planning (ACIRP) meet for the Fall 2009 meeting on Tuesday, October 27, 2009 at the Fort Valley State University Pettigrew Center. Dr. Ruth Salter, Assistant Vice President, Institutional Research and Effectiveness called the meeting to order at 1:11 pm and called for a motion to approve the minutes of the last meeting by a verbal vote of “aye”.

Budget Report – Donna Hutcheson, Treasurer

The Financial report was presented by Ms. Donna Hutcheson, Director of Enterprise Information Reporting (Kennesaw University), and questions addressed. Donna will send out registration and money amount. Dr. Salter thanked Donna for organizing the conference.

Old Business – The ACIRP discussed CDO and IR participation at the spring meeting; review of draft questions; executive board will be discussing questions so please submit comments.

Questions Regarding CDO Candidates

Denise Young submitted questions regarding Question #2 of draft questions –

- What is the relationship between CDO and OIIT?
- How does the candidate view the role?
- Do any of the CDO candidates come from IR backgrounds?

Dr. Kristina Cragg, Assistant to the President for Strategic Research and Analysis (Valdosta State)

- How will this person collaborate with others across the system?

James McCoy

- Do the candidates know what is meant by BI (Business Intelligence)?
- Add question about stakeholders

Dr. Frank Howell, Senior Research Associate (University System Office)

- If the person does not know what “BI” is, then should the committee allow?

Dr. Mike Crow, Director Institutional Research and Planning (Savannah State University)

- Do the candidates have experience extracting and analyzing data?

New Business

Colleagues Death

Donna Hutcheson – Hakeem at Waycross died this year. Waycross Foundation has a scholarship to a student after Hakeem. Money will be given to him; send all money to Kennesaw State University.

IPEDS Workshop

Ruth Salter stated GAIRPAQ is supportive of jointly writing a grant for an IPEDS workshop. Kristina Cragg noted IPEDS is holding a one day workshop to get people to use their data. Expenses are covered up to

\$500.00 for each participant. GAIPAQ is flexible on the amount of participants. Dr. Salter advised if there are no objections, she will follow up with the President of GAIRPAQ and ask Kristen to write a proposal.

Spring Elections

Chair Salter asked everyone to contact Barbara Stephens for nominations of officers for the spring election.

IRP Meeting Dates

Choosing standard dates for meetings will allow the ACIRP to block out time and thus avoid last minute developments. Andy Clark, Director of Institutional Research (Armstrong Atlantic State University), suggested that last minute setting of dates allows key system office staff/ personnel to attend. Dr. Susan Campbell Lounsbury, Assistant Vice Chancellor (University System Office), suggested avoiding key dates IPEDS, Census I, and SAIR etc. Chair Salter advised the executive committee will discuss dates after the current meeting. Plan to set spring meeting date in fall and fall date in the spring.

Announcements/ Adjournment

Dr. Salter announced the need for a two-year at large person for the executive board. Kristina Cragg noted that if interested please submit AIR proposals for programs; interest in NSSE competitor CIRP; SAT validity study – Emily Shaw .

Chris Ferland, USG System Office, has NSC clearinghouse data. Dr. Campbell Lounsbury, USG System Office, is not sure if the USG will continue to pay for the NSC. Van Newkirk requested and advised we need a database of reports from his perspective. Frank Howell, USG System Office, is working on geo-coding all USG institutions and also working on enrollment projections.

Chair Salter adjourned the meeting at 1:54 pm.

Submitted: Dr. Godfrey Fuji Noe, Secretary, October 28, 2009