

# ACC Meeting Name: Staff Meeting

## Office of Institutional Effectiveness and Accountability

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**Date:** June 25, 2009

**Time:** 9:30

**Chair:** Soon Merz

**Location:** HBC 603.0

**Attendees:**

Ziv, Lina, Swapna, Anna, Connie, Charlene, Judith, Rich

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### Minutes

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**Agenda Item 1:** Old Business

**Presenter:** All

- a. **Review of Minutes:** Minutes were corrected and approved.
- b. **Review of Follow-Up Items:** Items were reviewed and amended.

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**Agenda Item 2:** New Business

**Presenter:** Connie

- a. **Achieving the Dream:** Connie reported that the information she reviewed in Soon's Achieving the Dream notebook is probably not what we need in order to get started on our new data initiative. We will need to wait on more specific information in order to begin work.

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**Agenda Item 3:** Updates on projects

**Presenter:** All

- a. **SACS:** Rich reported that he and Roslyn met and determined the locations that needed to be included on the list sent to SACS of substantive change.
- b. **Race/Ethnicity changes:** Connie reported no update due to not meeting this week.
- c. **Data Warehouse:** Lina reported we received SAS 9.2 Software and continuing the upgrade preparation work. Rich has been doing research analysis based on collected student data on our Data Warehouse SQL server. 2005F student financial aid data has been added. Andrew Christie's ODS team continuing work on generating ODS tables. There are some issues with student tables. They have been working with Datatel support to resolve the problems.
- d. **IPC Planning Retreat:** This item has been cancelled and replaced by Achieving the Dream Data Retreat

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**Agenda Item 4:** OIEA Projects Calendar

**Presenter:** All

Reviewed and discussed projects calendars for July and August.

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**Agenda Item 5:** OIEA Newsletter

**Presenter:** Charlene

Charlene reminded us to send her items for the newsletter.

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**Agenda Item 6:** Announcements

**Presenter:** Judith

Judith's schedule for the next two months is uncertain because of possible jury duty.

Also, the furniture order for the workroom has been put on hold due to possible staffing and space changes.

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**Follow Up Items and Responsible person:**

1. Charlene to post minutes on website
2. Soon to write a description for the SACS position
3. Judith to make room arrangements for CIPA position interviews

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**The meeting was adjourned at 10:10**

**Next meeting: July 9th**

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