**DSP METRICS TASKFORCE MEETING NOTES**

 **1/30/2019**

**Meeting Began at 10:12 AM**

1. Reporting is mandated by federal and state agencies, as well as ABOR
	1. 12-14 IPEDS reports are sent out, eight of these are student focused and there is one faculty and staff report.
	2. These reports are needed for several things, among them is Title IV funding.
2. Data capture and reports occur at two key times, the 21st day of the semester and the 45th day.
	1. Student data capture occurs on the 21st, while state law also requires a report on the 45th day.
3. Employee data
	1. Reports dealing with the number and type of staff and faculty are due November 1st.
	2. The data allows for a benchmark with other campuses.
	3. Data is available from the nces.gov IPEDS site.
	4. NAU specific information can be found at the nau.edu institutional research webpage.
	5. CUPA and AAUP information is also available through NAU, though you need to sign with your NAU login.
		1. Financial and salary information present.
4. The Affirmative Action Plan
	1. Allows a look at the diversity of applicants in the hiring process and provides a method to see where they fall out of the process.
		1. The narrative portion of the vets and individuals with disabilities plans are available to be viewed by making an appointment with the EAO office.
5. Question: How is confidentiality determined? What is public record?
	1. There exists regulatory language in the forms used. The university also has a promise to keep the information confidential.
	2. Information about salaries is important in the negotiation process.
		1. This information is not centralized and is difficult to find. A federal or state mandate would be needed to remedy this.
6. Question: Who decides how data is displayed? Some categories do not make sense.
	1. Definitions are based on those provided by CUPA and AAUP, while some categories are also based on how other universities categorize things. This is reviewed annually.
7. Question: How do we get access to the CUPA data?
	1. The university pays for access for a limited number of individuals.
8. Several things impacting the work
	1. System changes
	2. Evolving definitions and specialized knowledge
	3. Changing employee factors
9. Student Data
	1. Lots of student data is accessible with the NAU Tableau system.
	2. The Tableau system allows trends to be examined with student data. No similar system exists for the staff and faculty data at this time. The closest is the system used by PI’s for grants.
	3. A tutorial is available for new users. A built-in data cookbook provides definitions for terms used in Tableau.
10. Raw data is needed so we can find and fill holes in our data set.
	1. The student survey should help fill these gaps.

**Meeting ended at 11:39 AM**