

**Institutional Research Committee Meeting Minutes**  
**July 19, 2011 at 10:00 a.m.**

**Present:** Sherry Lindquist, Becky Lindseth, Mary Fontes, Kent Hanson, Karleen Delorme, Mary Bydal, Michelle Bakken, Kirsten Michalke, Kristi Lane, Rocky Ammerman, Jason Pangiarella, and Gerald Schulte.

**Absent:** Anne Temte, Julie Fenning, Bob Gooden, Gene Klinke, and Brian Huschle.

1. **Committee Membership** – Becky Lindseth shared that Jason Pangiarella has been invited to join the committee. Following discussion, it was determined to invite David Christian to join the committee as well.
2. **Institutional Research Coordinator** – Becky Lindseth indicated that Sherry Lindquist has agreed to serve as the Institutional Research Coordinator for the 2011-2012 year and will begin to facilitate future meetings and coordinate activities.
3. **Institution Response to System Action Plan** – Discussion was held regarding the survey responses that need to be prepared. Two separate work groups were determined as follows:
  - a. Student Success – Jason Pangiarella (Facilitator), Mary Fontes, Karleen Delorme, Gene Klinke, Dean Dalen, Gerald Schulte, Kent Hanson, Rocky Ammerman, Mary Jo Bydal, and Steve Crittenden.
  - b. Fiscal Sustainability – Sherry Lindquist (Facilitator), Becky Lindseth, Shannon Jesme, Bob Gooden, Clinton Castle, Michelle Bakken, Kristi Lane, Julie Fenning, Kent Hanson, and Mary Jo Bydal.
4. **Grouplink** – Committee members were asked to review the IR Grouplink requests on a periodic basis.
5. **Data Needs for 2011-2012** – A list of various surveys and data needs were compiled:
  - a. SENSE (fall 2011)
  - b. CCSSE (spring 2012)
  - c. IPEDS
  - d. AIDU
  - e. Program Review Data
6. **Institutional Climate Survey** – Discussion occurred regarding the institutional climate survey that was conducted during the 2010-2011 academic year. Becky Lindseth will research the survey results for distribution. **(Later determined that, to date, no survey summary has been provided by the vendor.)**
7. **IR Work Plan** – This item was tabled until the next meeting.
8. **Meeting Schedule for 2011-2012** – The meeting scheduled will be the third Monday of the month at 10:00 a.m. Next meeting is August 15, 2011 at 10:00 a.m.