Argos Development Team
Meeting Notes
August 19, 2010

- Reviewed Strategic Plan Objective 2.1.3 that states “develop an IT-based tracking system that evaluates retention and success by section, course, program, pathway and student demographics.”
  - Chialin emphasized this is top priority.
  - Discussed the definition of Student Success. Chialin is working with Chairs and Deans to develop. Ultimately, the faculty, will need to provide direction for this.
  - We will need to work with the Senate for guidance on how to judge and evaluate data.

- Reviewed Chialin’s list of reports to be used as basis for Dashboard

- Agreed to develop Dashboard for Enrollment in Phase One.
  - High level overview that can be drilled down.
  - This can be done internally. Ron’s Seats will be used as basis for development.
  - Create graphical interface using 3D Bar Graphs that begin at high level with College, and allow user to drill down to Division, Dept. and Discipline eventually ending up at SEATS.
  - Ron will create first pass and present at next meeting, Thursday, 8/26.
  - Dong will develop something for Headcount including credit and non-credit.
  - Will need to be sure to inform users that data will be duplicated headcount.
  - Agreed we should place tab on MyCOM portal where people will click to access information. Need to determine how to label/name tab. Need to work with Cathy S-W and Nick on this.

- Later move into Phase 2 which can include longitudinal data

- Meetings:
  - Agreed to meet weekly, Thursdays, 1:30-3:00 pm on KTD campus at least until week of October 4 when we have reserved Zach’s time.
  - Will need to stay mindful of what we want Zach to do week of 10/4.
  - KK will send out meeting request and locate a meeting room.
  - Agreed to invite Shook Chung to next meeting to provide advice on a standard look and style for the pages. A frame with logo, color etc. LRC tab can be used as an example
    - Chialin will talk to Cathy S-W about Shook attending