

University System of Georgia Administrative Committee on Institutional Research and Planning

**October 7-8, 2004
State University of West Georgia**

The fall, 2004, meeting was held at the State University of West Georgia (UWG) in Carrollton, with 41 attendees registered. Dr. Andrew Luna, Chair of the committee and Director of Institutional Research and Planning at West Georgia, presided.

New member Dr. Michael Gass, Director of Institutional Research at Georgia College & State University, was welcomed. All present introduced themselves at the request of Ms. Debbie Head. Dr. Beheruz N. Sethna, President of UWG, welcomed us to their campus and shared with us several distinctions making him proud of the University.

Dr. Melanie McClellan, Vice President of Student Affairs at UWG and a member of the University System of Georgia (USG) Graduation Rates Task Force, presented that committee's recommendations for increasing graduation rates. Committee members were referred to the website www.higheredinfo.org, as well as to research notes on the University System website including a report entitled "Multiple-Year Retention in the University System of Georgia" by Dr. Joseph Szutz, at www.usg.edu/admin/sra/gen_info/notes/jan04.pdf. Each institution will be required to write plans on how that institution will increase retention, although the due date for these plans has not yet been set. Dr. Hudson stated

That evening the Committee socialized at Historic Banning Mills where we had excellent surprise musical entertainment provided by Ms. Luna.

The next day, Dr. Ruth Salter of Valdosta State University, presented that university's Planning and Budgeting Database system.

Dr. Luna then presided over the business meeting of the Committee, called to order at 10:41 am.

The minutes from the spring meeting were approved.

Discoverer training was discussed. Some frustration was expressed over the OIIT rule that Discoverer training is mandatory in order to use that product. It was generally agreed that learning the data structures will take more effort than will learning to use the Discoverer tool itself, although data are not yet available through that system. Dr. Luna