

# Idaho State Board of Education Data Management Council Minutes

2.10.2016		2:00 pm MST		Conference call	
Meeting called by	Carson Howell, Chair				
Type of meeting	Regular meeting – re-scheduled because of technical difficulty on February 3, 2016.				
Note taker	Vincent Miller				
Members (attendance status: P=present; A=absent)	Ken Campbell: P, Don Coberly P; Shari Ellertson P, Chris Campbell A; Georgeanne Griffith: P, Tami Haft: P, Carson Howell: P, Todd King: A, Heather Luchte : A, Vince Miller: P, Matthew Rauch A, Georgia Smith: P				
Other Attendees:	Doug Armstrong – OSBE, Jessica Beaver-Nelson– DOL, Andy Mehl – OSBE, Bob Uhlenkott – DOL, Salvador Vazquez - DOL				
<b>Approval of Meeting Minutes</b>					
Discussion	The council reviewed the meeting minutes from February 3, 2016				
Conclusions	Shari amended the minutes “moved to approve #9 with contingency that it moves forward only with involvement of OSBE, IDOL, and institutional involvement and that NO institutional data or information is released without institutional approval and with an extended timeline”.				
Action Items		Person Responsible		Deadline	
Motion by Georgia Smith and seconded by Shari Ellertson to approve the meeting minutes as amended. Motion passed unanimously.		Carson Howell will see that the approved minutes are posted to the DMC webpage		03/06/2016	
<b>SAT - Tableau - discussion / decision on masking</b>					
Discussion	<p>a. Counts on how many students took the exam add context, what can we release? Propose going to 3 participants at a school for this and mask below that? There are a lot of small participation numbers especially before SAT became standard test in Idaho.</p> <p>b. College ready is a % - would apply logic selection of schools here too in Tableau reports.</p>				
Conclusions	Carson will add this item to the agenda for the in-person meeting of the DMC in April 2016.				
Action Items		Person Responsible		Deadline	
Carson will add this item to the agenda for the in-person meeting of the DMC in April 2016.		Carson Howell		04/29/2016	

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Idaho Department of Labor requests:		
Discussion	The council discussed projects involving the Idaho Department of Labor. The first project involves tracking college graduates of public Idaho post-secondary institutions and how many become employed in Idaho. The second project involves 18-19 year olds from Idaho in 2004-2005. This data will be obtained from driver's license data to determine how many are employed in Idaho.	
Conclusions	Georgia Smith assured the council that data quality would be paramount and that the Idaho Department of Labor would not release anything where quality was not assured through the involvement of the institutions.	
Action Items	Person Responsible	Deadline
Motion by Shari Ellertson and seconded by Ken Campbell to approve the set of proposals with the corollary that #5 require the involvement of the postsecondary IR directors and no disaggregated data are released without data quality checks and the involvement/approval of the institutions. Motion passed unanimously.	Carson Howell	04/29/2016
<b>Diane Kelly-Riley - dataset produced masked the names of the institutions (except University of Idaho - rest are listed as "Institution A", "Institution B" etc.) - she wants all institution names so she can meet with each College - this is student level de-identified data.</b>		
Discussion	The council discussed the request for additional data.	
Conclusions	No action was taken by the council.	
Action Items	Person Responsible	Deadline
Carson will speak with Diane Kelly-Riley further about the request	Carson Howell	03/02/2016
<b>MOU approval for data release for research projects previously approved - Ellertson, Carney, Stewart</b>		
Discussion	The council discussed each memorandum of understanding (MOU) for the release of data for projects previously approved for Ellertson, Carney, and Stewart.	
Conclusions	After discussion, the council agreed to approve these three MOU's.	
Action Items	Person Responsible	Deadline
Motion by Georgia Smith and seconded by Vince Miller to approve the MOU's with Ellertson, Carney, and Stewart. Motion passed unanimously (Shari Ellertson abstained from voting).	Carson Howell	03/02/2016

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<b>Priscilla Salant data request (attached) - as follow-up to enhance her GO On survey - requests small cell size, but school level totals, allows them to decide what is statistically significant.</b>		
Discussion	The council discussed the data request.	
Conclusions	No action was taken by the council.	
Action Items	Person Responsible	Deadline
Carson will speak with Priscilla Salant further about the request	Carson Howell	03/02/2016
<b>Discuss Carson's poll results - in person meeting date.</b>		
Discussion	The council discussed the next in-person meeting of the Data Management Council in Boise.	
Conclusions	The council decided to meet in-person on Friday, April 29, 2016 at Boise State University.	
Action Items	Person Responsible	Deadline
The council will meet on Friday, April 29, 2016 at Boise State University.	Carson Howell	04/29/2016
<b>Release of Labor data on BSU graduates related to graduates found in UI data to BSU for analysis.</b>		
Discussion	The council discussed a request by Boise State University and the Idaho Department of Labor to study employment data on BSU graduates.	
Conclusions	The council agreed to approve the release of the data to BSU.	
Action Items	Person Responsible	Deadline
Motion by Georgeanne Griffith and seconded by Ken Campbell to approve the request. Motion passed unanimously (Shari Ellertson abstained from voting).	Carson Howell	03/02/2016
<b>Meeting Adjournment</b>		
Discussion	Adjourn meeting	
Conclusions		
Action Items	Person Responsible	Deadline
Motion by Shari Ellertson and seconded by Georgia Smith to adjourn the meeting. Motion passed unanimously.	-	-