**MIS Executive Committee Meeting**

*As of* September 8, 2011

# I. MIS – Term & Annual Reporting

|  |  |  |  |
| --- | --- | --- | --- |
| Record | File | Due | Status |
| Summer 2011 | All Term-based Files | Sept. 12, 2011 | In Progress |
| FA | Financial Aid | Oct. 1, 2011 | In Progress |
| EB/EJ | Employee Fall Collection | Nov. 1, 2011 | Pending |
| SP | Program Award File | Sept. 1, 2011 | Completed on 8/29/11 |
| SA | Assessment | Oct. 1, 2011 | Completed on 9/1/11 |

# II. FISAP Reporting

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Due | Status |
| Fiscal Operations & Application to Participate | | Sept. 30, 2011 | Validation Complete |

•FWS counts – awards posted manually on AIDE screen

•Perkins counts – Fiscal report includes July 1 thru June 30, regardless of awarded term.

•Total Counts – Duplicated versus Unduplicated

# III. BFAP Reporting

|  |  |  |
| --- | --- | --- |
| Name |  | Due |
| BOGW Awards | | Oct. 14, 2011 (In Progress - Validating terms) |

•Compared various sources (FMGT, MIS, Query) to clarify/validate counts.

# IV. National Student Clearinghouse

# • Submission Schedule

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Term** | **First of Term** | **Subsequent 1\*** | **Subsequent 2** | **Subsequent 3** | **\*Term Census** |
| Fall 2011 | 08/15/2011 | 09/6/2011 | 10/26/2011 | 12/16/2011 | 09/06/2011 |
| Spring 2012 | 01/17/2012 | 02/6/2012 | 03/30/2012 | 05/24/2012 | 02/06/2012 |
| Summer 2012 | 05/29/2012 | 07/9/2012 | 08/10/2012 |  | |

# 

# •Contacts & Responsibilities

FA Directors to send updated College contacts list to [service@studentclearinghouse.org](mailto:service@studentclearinghouse.org)

# V. GE – Gainful Employment Reporting

|  |  |  |  |
| --- | --- | --- | --- |
| # | Task | Departments | Date Required |
| 1 | Update Matriculation SM01/SM02 prior terms | ***Optional***  – Student Services/Instruction | September 20th, 2011 |
| 2 | Retrieve ‘potential cohort’ created by CCCCO MIS for years 2006-07 thru 2009-10 | DCS/Research - send to Instruction | Cohort available 9/27/11 |
| 3 | Validate the ‘potential cohort’ data records | Instruction | Upon receipt of cohort |
| 4 | Update Gainful Employment Status in CI | Instruction | October 1st, 2011 |
| 5 | Retrieve ‘potential cohort’ created by CCCCO MIS for year 2010-2011 | DCS/Research - send to Instruction | 2010-2011 Cohort  Available on 10/24/11 |
| 6 | Report GE Status years 2006-07 thru 2010-11 | DCS thru NSC Clearinghouse process | November 15, 2011**\*** |

**\***If unable to report, the institution must provide an explanation sent to [GE-Missing-Data@ed.gov](mailto:GE-Missing-Data@ed.gov)