# MIS Executive Committee

# Meeting Minutes

January 12, 2012

The 01/12/12 meeting started at 8:35am in 8th Street Annex Conference Room, with the following discussions:

1. Fall 2011 term-based reporting

•Discussed the status of the eleven files to be submitted for Fall 2011

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| **File** | **Status / Issues**  |
| SB-Student Basic | Must run academic standing for SB22 data/now have transfer center (SB24) data |
| SX-Student Enrollment | Still a few ‘missing’ grades to be posted; and then must rerun the SX file |
| CB-Course Basic | 5 CHC courses have no Control Number (CB00); Instruction Office notified |
| XB-Sect/Sess/Asgnmt | All Sections of the above 5 courses rejected because of no CB00 |
| SM-Matriculation | Contacts imported from SARS now includes transfer center contacts (TR) |
| SD-Disability | Still some use of C1/C2 and V1/V2; should be ‘P/S’ for Primary/Secondary |
| SE-EOPS | No major issues – few records had no ‘End of Term Status’ (SE03) |
| CW/SC-CalWorks | CRAFTON - **No** Cal Work Assignments (CW); 11 CalWorks Applicants (SC) |
| SV-Perkins (VTEA) | 323 records to date for SBVC; have imported CHC; will rerun SV file |
| EB-Employee Basic | Files uploaded with no issues identified |

1. SG – Student Special Populations Group

The SG data will be required as of the Summer 2012 reporting. Training and review of each specific group’s reporting requirements will begin in March 2012. Validation of the data element, SG03-Foster Youth Status, is currently under review by District committees to determine where the *verified* value will be stored in Colleague. Otherwise, for MIS reporting, this data is derived from the FAFSA.

1. GE – Gainful Employment Reporting

The Gainful Employment files were submitted for Crafton (via Clearinghouse) and Valley (via NSLDS using EdConnect). Next GE report is due October 1st, 2012, for which we will use Datatel’s GE reporting process. Formal testing, review, and documentation of Datatel’s GE process will begin next year, around May 2012.

1. Degree Verify

DegreeVerify service for both San Bernardino Valley and Crafton Hills College has been implemented. Degree Verify Coordinator services for Crafton and Valley will be performed by Carol Hannon and DyAnn Walter, after training on 1/24/11.

Our next MIS Executive Committee meeting is scheduled for Thursday, January 26, 2012 @ 8:30am.