Thursday, April 19, 2012

The 04/19/12 MIS meeting began at 8:30am in 8th Street Annex Conference Room, with the following discussions:

1. Spring 2012 Term-Based reporting
2. The MIS Timeline for the Spring 2012 term was distributed to the MIS offices on 04/16/12. Our target submission date is Wednesday, July 18, 2012 at 4:00pm, which allows SBCCD to meet the first Monday in August requirement.
3. Faculty Assignment (XE) missing from the EB demographics file --- Measures are now in place (at Valley) to resolve this issue by adding the required demographic data, such as SSN, DOB and ETHNICITY to the existing District Notice of Employment (DNOE) form that the Instruction Office receives.

Keith Wurtz questioned why this data is not entered by Human Resources rather than in multiple locations, such as Valley and Crafton Instructional areas. Corrina explained the DNOE process begins at the Division level and is THEN sent to the Instruction Office (IO) for processing. I.O. enters basic information (such as name, address) for schedule purposes. After initial processing, the DNOE is forwarded to Human Resources for final processing.

1. Gainful Employment (GE) Reporting – *Letter from Dept. of Ed*
2. College responses to the DOE letter have been sent and DOE has acknowledged receipt.

After research and analysis, the following are the record counts submitted:

*Crafton* – 1 student record (C.CERT.CFOT) transmitted via NSLDS

*Valley* – 17 student records (V.CERT.MIS) transmitted via NSLDS

1. Ellucian (Datatel) has developed a Gainful Employment reporting process which we will use for our next reporting period of 2011-2012.
2. It was also noted that the GE Reporting deadline has been moved up by one month to October 15th, from November 15th.
3. I proposed that we create a new program types code to more accurately identify Gainful Employment programs for external and internal reporting purposes. This new code (GE) would be entered in the PROG screen ‘types’ field. Corrina requested I send an email to the Instruction Offices requesting that they update the existing GE programs with this new program types code (GE) and ask the College Curriculum Committees to incorporate this data when new programs are proposed. Corrina also asked for a definition of GE.
4. $0 BOGW – MIS Financial Aid Reporting – *Letter from State Chancellor’s Office*

The telephone conference call with Michael Dear and Tim Bonnel was cancelled by Michael stating that the Chancellor’s Office is further reviewing the issue and resolution, if any, that the colleges will be required to complete. He stated that a webinar may be held to discuss the issue with MIS and Financial Aid Directors.

1. Student Groups (SG)

There was a brief discussion on Student Special Groups (SG) which will be required for Summer 2012 reporting. Ellucian is still working on where to maintain this information.

The next MIS Executive Committee meeting is scheduled for Thursday, May 3, 2012 @ 8:30am.