Thursday, January 10, 2013

The 01/10/13 MIS meeting began at 8:38 am in 8th Street Annex Conference Room, with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Corrina Baber*\*, *Amalia Perez*\*, *James Smith*\*, *Joyce Bond, and Dianna Jones*

**Absent:** *Keith Wurtz (meeting), Marco Cota, Joe Cabrales, Kirsten Colvey, Dan Angelo, and*

*Cory Brady*

1. MIS Fall 2012 Reporting Timeline

Discussed the upcoming Fall 2012 MIS reporting timeline and reminded members that the academic standing process must be completed prior to extracting and sending the MIS data files. Our target date for final submission of the Fall 2012 MIS data is *Thursday, February 7, 2013*.

**II. MINF/XMINF**

No representative was present to advocate for this request, therefore, it is being denied by the MIS Executive Committee in favor of best practices policy of maintaining baseline Colleague processes for MIS reporting. This item will be removed from the Agenda.

1. SG Data – Awaiting Responses to email requests

Discussed 12/10/12 email which was sent to offices responsible for special student population groups as defined in the MIS SG file. In our 12/13/12 meeting, Marco stated that he had advised the Puente and Tumaini coordinators to submit student names, however, none have been received to date. I will send out another email request to Coordinators of these programs and copy the Deans and/or Directors.

Note: A preliminary run of the SG data file for Fall 2012 resulted in only 1 Crafton Military Veteran. It was noted that the Spring 2012 term Military Status numbers were as follows:

•Crafton: 10

•Valley: 19

Further research is necessary to determine why the 2013SP numbers are not being accurately reflected in the SG data file for military veteran status.

1. Miscellaneous

There were no miscellaneous discussion items.

The meeting adjourned at 9:05am.

The next regularly scheduled MIS Executive Committee meeting is Thursday, January 24th, 2013.