Thursday, February 21, 2013

 ***Revised***

The 02/21/13 MIS Executive Committee meeting began at 8:30 am in 8th Street Annex Conference Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Keith Wurtz, Vicky Franco, Marco Cota\*, Corrina Baber*\*, *Amalia Perez*\*, *Joe Cabrales\*,*

 *Joyce Bond, Cory Brady, and Dianna Jones*

**Absent:** *Kirsten Colvey, Dan Angelo, and James Smith*

1. MIS Fall 2012 Reporting Issues

We missed our target submission date of February 7, 2013 due to some data error issues.

SB - Discussed the Student Basic data file error of 1899 Grad Year being displayed for many students, causing these records to be rejected. Prior review of this issue revealed that it is not related to the CCC Import but is due to CARS conversion issue. An HDO Ticket will be created so that we can track resolution of this problem.

CB – Discussed the Course Basic data file errors. CB00 Unique identifiers for the two Theatre Arts courses (THART-134x4 and THART-176) have been received and entered into Colleague. However, we still need the CB00# for the following Crafton Hills courses: MATH-943 and MATH-953, which were viewed online during the meeting. It was decided that Vicky would enter the existing CB00# attached to MATH-943x2 for the Fall 2012 MATH-943x2 courses; and MATH-953 to verify transmission acceptance. At issue are the end dates, and unit values.

**II. MINF/XMINF**

Discussion centered on the fact that Ellucian is developing a new Military Veteran form (SMST-Student Military Statuses) which will replace the existing MINF.

1. SG Data – Student Special Groups

The committee was advised that all special groups submitted their lists of students who will be included in the SG data file submission for Fall 2012. A ‘*Thank You*’ to the coordinators of these programs!

1. Miscellaneous

SB70 CSAC reporting – Advised committee of the latest discussions with the Chancellor’s Office who expects to have the files available to Colleges by March 1st to provide sufficient time to meet the March 31st, 2013 deadline.

The meeting adjourned at 9:19am.

The next regularly scheduled MIS Executive Committee meeting is Thursday, March 7th, 2013.