Thursday, May 30th, 2013

The 05/30/2013 MIS Executive Committee meeting began at 8:35 am in the 8th Street Annex Conference Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Keith Wurtz, James Smith, Corrina Baber*\*, *Amalia Perez\*, Joe Cabrales\*, Joyce Bond,*

*Cory Brady and Dianna Jones*

**Absent:** *Marco Cota, Kirsten Colvey, Dan Angelo, Vicky Franco, and Colleen Gamboa*

1. MIS – Upcoming Spring 2013 Reporting

Discussed initial run of CB, XB, SG, SV, and SM; ***still need the following*** before SB can be generated:

**•**Crafton’s VTEA/Perkins Survey data file from Keith Wurtz

**•**SARS Contacts file from Arlene McGowan

**•**Faculty Assignment (EB) file from Colleen Gamboa

**•**Grades posted for 2013SP

**•**Academic Standing processing (CHC Rebecca Orta/SBVC Monica Smith)

**•**Categorical program student (DSPS, EOPS, and CalWORKS) data entered for Spring 2013

1. Status: SX02 error (Grade of ‘W’ for courses dropped prior to census date.)

Due to the end of term and graduation activities, the meeting has not yet been scheduled. Reminded members that this error rejection will continue to occur with the Spring 2013 reporting and the rejected enrollment records will not be included in the SX data file.

1. Annual 2014 – MIS Calendar data

Advised committee that version 3 of the 2013-2014 Calendar data was submitted to Chancellor’s Office on 05/20/13, and we are awaiting final confirmation of Load to MIS Database, which had been down for maintenance from May 15th thru 27th.

1. National Student Clearinghouse (NSC)

Enrollment files have been submitted for ‘end of Spring 2013’ and ‘start of Summer 2013’.

Degree file is due 07/16/2013. Reminder emails will be sent to evaluators responsible for graduation processing.

1. ARCC Reporting

Keith confirmed that the ENGL-914 CB21 code has been updated and now accurately reflects English improvement rate.

1. IPEDS Reporting (Discussion to be led by Keith Wurtz)

No discussion – item will remain on agenda.

1. Miscellaneous

Discussed the new Student Military Statuses screen from Ellucian (Datatel) that will be included in upcoming ‘patches’. After installation, the new screen (or screens) will need to be reviewed by DCS and those responsible for maintaining Military/Veteran data in Colleague to determine what, if any, changes are needed to our existing workflow processes. Email notifications will be sent to Steve Rush and Veada Benjamin requesting their review of the new Military/Veteran screen(s).

The meeting adjourned at 9:00am. Our next regularly scheduled MIS Executive Committee meeting is Thursday, June 13th, 2013.