Thursday, July 11th, 2013

The 07/11/2013 MIS Executive Committee meeting began at 10:30 am in the 8th Street Annex Conference Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Keith Wurtz, Ben Gamboa*, *James Smith\*, Cory Brady, and Dianna Jones*

**Absent:** *Marco Cota, Kirsten Colvey, Vicky Franco, Amalia Perez, Colleen Gamboa,*

*Corrina Baber-schedule conflict, Joe Cabrales-vacation, and Joyce Bond-vacation*

1. MIS –Spring 2013 Reporting

Waiting on Faculty Assignment (EB) file from payroll. Syntactical Edit results from all other files have processed and resulted in the following to be resolved:

**•**Crafton – CalWorks and EOPS

**•**Valley – DSPS and Enrollment

The affected offices have been notified via email of the syntactical errors and are taking corrective measures. Committee discussed the need to have the Spring 2013 submission completed by **August 1st, 2013** in order to meet the allocation deadline for categorical programs.

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

Discussed the list Keith provided of 32 additional student enrollment records for Fall 2012 that had a grade of ‘W’ assigned for course dropped prior to census, but were not listed on the MIS Referential Edit report. DCS is currently researching this issue. It was noted that:

•The 81 MIS rejected enrollments included no online sections; the 32 additional included 19 online.

•To date, analysis reveals some enrollment records with multiple statuses/status dates (not in

chronological order).

Keith advised that he would most likely meet with Joe and Larry next week to further discuss this issue.

1. National Student Clearinghouse (NSC)

Spring 2013 Degree file is due 07/16/2013.

1. New MIS Data File – Student Success ‘Draft’

Discussed the new Student Success Data file that will be mandatory with Summer 2014 MIS reporting. Keith stated that this new file will replace the current Matriculation (SM) file and that funding will be impacted. Keith stated that the new Student Planning Module will need to be implemented to ensure effective reporting of these new Student Success Data Elements. Keith has submitted a request to DCS for implementation via the Project Request process. Ellucian (Datatel) is currently working on mapping these new data elements to Colleague.

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

No discussion – item will remain on agenda.

The meeting adjourned at 11:10am. Our next regularly scheduled MIS Executive Committee meeting is Thursday, July 25th, 2013 at 8:30am in the 8th Street Annex Conference Room.