The 09/11/14 MIS meeting began at 8:30 am at District Redlands Annex Conference Room 3 with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Ben Gamboa, Joe Cabrales, Rebecca Warren-Marlatt, Andy Chang, \*Amalia Perez,*

 *\*Corrina Baber, \*Gregory Allred, and Dianna Jones*

**Absent:** *Keith Wurtz (meeting), Kirsten Colvey (meeting), Ricky Shabazz, Marco Cota,*

 *James Smith, April Dale-Carter, Colleen Gamboa, Vicky Franco, and Michelle Crocfer*

 **I. MIS - Summer 2014 Reporting**

The committee discussed the upcoming Summer 2014 data submission status:

Data files have been created and we are now in the process of analysis to validate the numbers. Reports have been sent to EOPS and CalWORKS. DSPS reports will be distributed later this week to allow departments time to review next week.

It was discussed that there had been issues with the State Chancellor’s Office website which has now been corrected. The Faculty Load file is expected to be received from Payroll/HR on Tuesday, September 23rd. Our final submission date is September 26th, 2014.

**II. MIS – SX02 Grade of ‘W’ prior to census date (AP4233 & AP5080)**

This agenda item is on hold until after the District Assembly has an opportunity to review the requested changes which are to be presented by Research and/or Admissions & Records.

 **III. MIS - Annual Reporting**

The committee briefly reviewed the Annual reporting due dates for Program Awards (SP), Assessment (SA) and Financial Aid (SF/FA). The Program Awards data file was submitted on August 29th; Assessment data was submitted on September 3rd, 2014.

Processing of the Financial Aid data file has been greatly improved by the change to BOGW coding by College. The syntactical/referential edit files, if necessary, will be distributed to the College Financial Aid Offices the week of September 22nd in preparation for submission to the State by October 1st, 2014.

1. Miscellaneous

No miscellaneous items were discussed

The meeting adjourned at 8:55am.

The next regularly scheduled MIS Executive Committee meeting on Thursday, September 25th, 2014 at 8:30 in District Annex Conference Room 3.