The February 26, 2015 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:** *Joe Cabrales, Larry Aycock, Kirsten Colvey, Kristina Heilgeist, Cyndi Gunderson,*

*Carol Hannon, Andy Chang, \*April Dale-Carter, \*Cory Brady, and Dianna Jones*

**Absent:** *Keith Wurtz, Ben Gamboa, Amalia Perez, Rebecca Warren-Marlatt, Ricky Shabazz, Marco Cota, Colleen Gamboa, Gregory Allred, John Muskavitch, Amber Gallagher, and Michelle Crocfer*

 **I. Current MIS Submissions - Status**

The committee briefly discussed the outstanding Fall 2014 MIS files that are currently due at the State Chancellor’s Office.

The committee was advised that the following Fall 2014 data files are still outstanding:

⦁ SG Data - Puente, MCHS, and Tumaini data had not yet been received/processed

⦁ SS Data – Seven records submitted; currently, SS process updates are being modified/tested

⦁ SV Data – yet to be created/processed/submitted

⦁ SD Data – yet to be created/processed/submitted

⦁ CW Data – yet to be created/processed/submitted

⦁ SC Data – yet to be created/processed/submitted

 **II. Clearinghouse – Invalid Anticipated Grad Date (72 months)**

The committee was advised that the program lengths have been modified by Cory Brady and now reflect 48 months. The next enrollment submission is due March 4th, 2015. The prior 2 files with the 6-year grad date have been accepted by the Clearinghouse.

**III. Gainful Employment (GE) Reporting**

The process developed by Ellucian is being reviewed and documented so that we can utilize it for the next Gainful Employment (GE) reporting file which is due July 1st, 2015.

1. Student Success – Ed Plan coding review

Kirsten Colvey met with DCS and reviewed the processing flow for tracking Crafton’s student success records as they are populated in the student success MIS data file. It was reported to the committee that there were 3 action items from the meeting:

⦁ Update CASM with cynosure orientation records between 4/1/14 and 11/1/14. These records were created prior to the program changes being moved to our Live environment, and therefore have not been posted to the CASM screen.

⦁ Change Crafton’s comprehensive ed plan (EPC) codes from SARS to abbreviated ed plan (EPA). Since our initial Student Success setup, Crafton has decided to only have EPCs derived from Degree Planning, not SARS.

⦁ Confirm with Ellucian that our Student Planning Ed Plans are populated into the MIS data file.

1. Miscellaneous

SX02 Grade of ‘W’ prior to census date - All approvals have been obtained, the Help Desk Ticket (8146-74694) created, and currently scheduled for Fall 2015 implementation.

The meeting adjourned at 9:19am.

The next regularly scheduled MIS Executive Committee meeting on Thursday, March 12th, 2015 at 8:30 in District Annex Conference Room 3.