The August 13, 2015 MIS meeting began at 8:30a.m. at the District Annex Conference Room 3 with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** \**Corrina Baber*, *Andy Chang, Kirsten Colvey, \*Ben Gamboa, Cyndi Gunderson*,

*Carol Hannon, \*James Smith, and Dianna Jones*

 **I. MIS Submissions**

⦁Carol Hannon distributed the Summer 2015 MIS submission timeline, and advised that members that the State Chancellor’s Office submission website is down until August 27th so only preliminary runs of the MIS data in Colleague are able to be generated. Once the MIS website is up, she will submit the files to get the syntactical and referential edit reports for review and distribution to the various offices.

⦁Carol Hannon discussed the Annual MIS submissions and advised that she will be generating the Program Award file (which is due September 2nd, 2015) and will send the output data to the college evaluators for their review and validation of award counts. Carol also stated that she is currently working on the Assessment and Financial Aid files which are due October 1st, 2015.

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

The next Gainful Employment file for award year 2014 is due October 1st, 2015. Carol Hannon stated that she will begin generating this file data as well as the upcoming MIS submission file data.

1. **SX02 Grade of ‘W’ prior to census date** (HDO# 8146-74694)

The requested changes for which the help desk ticket was created has been programmed, tested, and resolved, and the program will be moved to the R18Live environment sometime in mid-to-late November to minimize any negative impact during Fall 2015.

1. Miscellaneous

Carol Hannon asked that the Help Desk Ticket to modify XMDR to look at the Curriculum Inventory site data be placed back on the Agenda.

The meeting adjourned at 9:10am.

The next regularly scheduled MIS Executive Committee meeting is Thursday, August 20th, 2015 at 8:30am in District Annex Conference Room 3.