The November 5, 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, \*Michelle Crocfer, Ben Gamboa, Carol Hannon, and Dianna Jones*

 **I. MIS Annual Employee Fall Collection**

The committee was reminded of the MIS ***Annual 2015*** Employee Fall Collection (EB/EJ) data which is due by January 10, 2016.

 **II. MIS Fall 2015 Term**

The committee was reminded of the ***fall 2015 Term*** data which is due 30 days after the end of term. Carol Hannon supplied the committee with the fall 2015 MIS Submission Timeline for review.

**III. C-ID numbers and Colleague**

Corrina Baber had requested via email, to add this topic to the MIS Agenda. The C-ID numbers (by College) document provided to MIS committee members identifies the approved C-ID numbers for each college. Corrina Baber asked if they could begin entering this C-ID information into Colleague, and advised that she could enter it on ACOI. Corrina stated that the XSCH would need to be modified to include this value (C-ID) number on the report output – Corrina was advised that she would need to submit an HDO Ticket to modify XSCH once the data had been entered on ACOI. Carol Hannon stated that she has heard that the C-ID number might be an MIS data element in the future. Dianna Jones advised Carol that this has been the presumption for the past 5 years, and until the State Chancellor’s Office makes it an MIS Data Element, Ellucian is not required to act upon it.

Dianna Jones advised that since C-ID is not an MIS element, this topic will be put on the DAWG Agenda for transparency and input from other departments.

**Miscellaneous**

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

Scheduled for November install into R18Live and implementation

The meeting adjourned at 8:50am.

The next regularly scheduled MIS Executive Committee meeting is *Thursday, November 19th, 2015* at 8:30am in District Annex Conference Room 3.