**MIS Executive Committee Meeting**

Thursday, November 3rd, 2016

8:30 to 9:30am

1. **Upcoming MIS Reporting Fall 2016 Term & Employee Collection**

⦁ Fall Employee Collection - Staff Data File to Payroll by 11/14/16

⦁ Fall 2016 Term – submission timeline (attached).

1. **International Student Data** (*Ben Gamboa*)

How student data is recorded and maintained for Citizenship, VISA Type, and Immigration Status fields.

There are also four Informer Reports, where fields appear to have errors. The reports are:

⦁ International Student Enrollment Report – created *4/23/15 by jbond*

⦁ Foreign / International Student Enrollment Report (Using VISA Type) – *created 9/11/12 by cbrady*

⦁ International Student Graduate Report (Using Student Groups) – *created 10/29/14 by cbrady*

⦁ Foreign / International Student Graduate Report (Using VISA Type) – *created 10/10/14 by cbrady*

<https://informer.sbccd.cc.ca.us:1443/?locale=en_US#action=ReportRun&reportId=235634689&launch=false>

<https://informer.sbccd.cc.ca.us:1443/?locale=en_US#action=ReportRun&reportId=34537472&launch=false>

<https://informer.sbccd.cc.ca.us:1443/?locale=en_US#action=ReportRun&reportId=194019329&launch=false>

<https://informer.sbccd.cc.ca.us:1443/?locale=en_US#action=ReportRun&reportId=189726721&launch=false>

The fields with errors are:

⦁ Citizenship Country

⦁ Residence Country

⦁ Visa Issuing Country

⦁ Visa Number

1. **Miscellaneous**