The January 12, 2017 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, \*Yancie Carter, \*Ben Gamboa, \*Amalia Perez, and Dianna Jones*

1. **MIS Fall 2016 Term**

The committee discussed an issue with Residency Status Codes (SB09) where there appears to be too many student records flagged as foreign versus ‘out-of-state’. The initial residency data is imported from CCCApply and goes through their translation logic to determine the student’s residency status. If the status cannot be determined from the logic, the students record is flagged to (1) receive an email requesting further information to determine residency status, and (2) notify A&R that the residency determination email has been sent to the student.

TESS/DCS will work with Keith Wurtz to update the Student Basic (SB) data file to capture the valid residency status code, foreign or out-of-state.

1. **MIS Fall Employee Collection**

The Fall 2016 staff data file was successfully transmitted on 01/04/2017.

1. **Gainful Employment** – SSCR Error Reports

The Student Status Confirmation Reporting (SSCR) Error reports for Valley College have been completed for the following two major types of errors are ‘**Published Program Length too long**’ and ‘**Certification Date is more than 72 days old**’ which can be corrected by TESS/DCS. However, the SSN/DOB Mismatch errors were provided to April Dale-Carter for correction directly through NSLDS.

1. **Miscellaneous**

For IPEDS reporting, Amalia Perez requested HR access for Joe Opris. Ben Gamboa stated that the current District Keyholder was Keith Wurtz, who was previously appointed the Interim Executive Director of Research, Planning & Institutional Effectiveness. Dianna Jones stated that she would follow-up with Komal Bandyopadhyay, the new Executive Director of Research, Planning & Institutional Effectiveness.

The meeting adjourned at 8:50am.

The next regularly scheduled MIS Executive Committee meeting is *Thursday, January 26th, 2017* at 8:30am in District Annex Conference Room 3.