The June 14, 2018 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:** *Artour Aslanian, \*Larry Aycock, \*Corrina Baber, \*Veada Benjamin, \*April Dale-Carter, \*Miriam Saadeh, \*Shalita Tillman, \*Patricia Valenzuela, and Dianna Jones*

1. **Crafton –** Add **“DE71L”** as an instructional method

The committee discussed Crafton’s desire to utilize DE71L (*Simultaneous Interaction*) as an instructional method. Miriam stated that because some course labs are hybrid that Crafton felt it needed to use DE71L as opposed to DE72L. Dianna advised that DE71 requires simultaneous interaction between the students and instructor; and that this needs to be clearly outlined with instruction and faculty. Corrina stated that Valley uses DE72L (*Delayed Interaction*) for their hybrid course labs.

Corrina stated that she would convey this discussion to Terri Long, VP of Instruction, and request approval to have the code added. However, SBVC would not be using it as they do not currently offer hybrid courses with a ‘simultaneous interaction’ lab component.

1. **MIS – Spring 2018** Term Processing Status

The committee was advised that only 2 files remain to be created – SX and SB. We are still waiting for SBVC to run Academic Standings (SB22) for the Spring 2018 term. The Student Basic (SB) file cannot be created until student academic standings are generated and populated.

There was brief discussion as to who has been responsible for running the academic standings at SBVC. Dianna Jones advised the committee that she had discussed this with Marco Cota, and forwarded the Academic Standing Process documentation to him so that he can assign or reassign that task to someone on his team.

**III. MIS – Data Element** changes effective Summer 2018

The committee discussed the upcoming gender identity elements ***SB36-Transgender Status*** and ***SB37-Sexual Orientation Status***. Since only one person from each District has access to the CCC-Apply gender identity data, Larry Aycock stated that we should make sure that populating that data in Colleague does not break any legal disclosure or privacy laws. Artour stated that he would follow-up with Jeremiah, CCC-Apply, and the State Chancellor’s Office to confirm and share his findings with the committee.

 **IV. Miscellaneous**

 The June 28, 2018 MIS Executive Committee meeting is being cancelled.

The meeting adjourned at 9:00am.

The next scheduled MIS Executive Committee meeting is *Thursday, July 12th, 2018* at 8:30am in District Annex Conference Room 3.