

# MIS Executive Committee

## Meeting Minutes

Thursday, April 18, 2019

8:30 a.m. to 9:30 a.m.

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The April 18, 2019 MIS meeting began at 8:32 a.m. at the District Annex Conference Room 3 with the following discussions and individuals in attendance (\* = *via ZOOM*):

**Present:** \*Artour Aslanian (CHC), Corrina Baber (TESS), Andy Chang (TESS), \*Breanna Curry (SBVC), \*Kristina Heilgeist (CHC), Dianna Jones (TESS), Myung Koh (DIST), \*Albert Maniaol (SBVC), \*Marty Milligan (SBVC), \*Kay Dee Yarbrough (SBVC)

### I. MIS – Spring 2019

Reminder for all to run and review department specific data prior to the end of the semester. This reminder included removing faculty from all cancelled sections (Instruction). Both Kristina and Kay Dee will relay this information to their respective offices. According to the Spring MIS Timeline, Corrina will send Payroll the Staff Data Download next week.

### II. MIS – Fall 2019 Changes

The California Community College Chancellor's Office (CCCCO) has released information on new and updated data elements, most effective for the 2019-2020 academic year, unless otherwise noted. The new/updated sheets have not been placed in the [Data Element Dictionary](#) as yet however, I have copies I will provide if requested.

#### Student Basic (SB)

- SB04 Updated – Student-Gender (B = Non-binary)
- SB38 **New** - Student-Expanded Ethnicity

#### Student Financial Aid (SF/FA)

- SF21 Updated – Student-Aid-Award-Type (Summer, 2019)
- BP **New** – California College Promise (AB19) Fee Waiver
- GJ **New** – Student Success Completion Grant (SSCG)
- GX **New** - Other grant: California College Promise (AB19) source

#### Student Program (SP)

- SPO2 Updated – Student Program Award (07/01/19)  
(M = Certificate requiring 8 to fewer than 16 semester units, Approved by Chancellor's Office)  
(N = Certificate requiring 16 to fewer than 30 semester units)  
(B = Certificate requiring 12 to fewer than 18 semester units, Approved by Chancellor's Office) *valid only before 2018-2019*  
(L = Certificate requiring 18 to fewer than 30 semester units, Approved by Chancellor's Office) *valid only before 2018-2019*

#### Employee Demographic Data (EB)

- EB03 Updated – Employee-Gender (B = Non-binary)

#### Course Data (CB)

- CB25 **New** – Course-General-Education-Status (*proposed*)
- CB26 **New** – Course-Transfer-Type (*proposed*)
- CB27 **New** – Course-Support-Course-Status (*proposed*)

#### Student Assessment (SA)

- SA07 Updated – Student-Educational-Function-Level (*proposed*) (07/01/19)

### III. Fall 2018 File Resubmissions

DSPS – Department Reviewing

We continue to work with DSPS at Crafton Hills on a possible resubmission. SBVC DSPS Director Marty Milligan, who was online, would work with Michelle Crocfer to confirm their Fall 2018 submission was appropriate.

# MIS MINUTES

## IV. **Annual 2017-2018 Resubmission**

Continue to work with Financial Aid on Summer 2018 Pell grant information which was not included in the Financial Aid annual submission. Corrina will work with Ernesto Nery for both SBVC and CHC to confirm completion. Also, as you may recall, we were informed by the State Chancellor's Office that we were not in compliance with the requirements of the MESA grant. Subsequently the responsibility manager/faculty of this special population flagged students in Colleague for the Fall 2018 semester and it was submitted successfully. The data for 2017-2018 has been entered into Colleague, however Corrina is still researching if we are able to submit.

With no questions, the meeting adjourned at 8:41 a.m.

The next scheduled MIS Executive Committee meeting is ***Thursday, May 2, 2019*** at **8:30 a.m.** in District Annex Conference Room 3.