



MIS Executive Committee Meeting
MIS | TESS

MINUTES

Thursday, October 3, 2019
 8:30 a.m. – 9:30 a.m.
 Redlands Annex, Conference Room 3
 1289 Bryn Mawr Avenue, Redlands, CA 92374

The October 3, 2019 MIS meeting began at 8:31 a.m. at the District Annex Conference Room 3 with the following discussions and individuals in attendance (* = *via ZOOM*):

CHC: Kristina Heilgeist*

DIST:

SBVC: Yancie Carter*, Albert Maniaol*, Patty Quach*, Kay Dee Yarbrough*

TESS: Corrina Baber, Andy Chang, Dianna Jones

Agenda Items	Discussion
<p>1. MIS – Annual 2019 Submission Status</p> <ul style="list-style-type: none"> • Programs • Financial Aid • Assessment 	<p>I am currently working on both the PROGRAMS and the FINANCIAL AID files. Having some trouble with the programs file; have analyzed and worked with Kay Dee at SBVC however I have been unable to work through issues so I have reached out to the State Chancellor's Office. Hope to hear back soon. Financial Aid errors are down considerably. On our way to get this submitted soon.</p> <p>Assessment isn't due until October 31, but I will give you a process check later in the month.</p> <p><u>Due Dates:</u> Program Awards: September 15 Financial Aid: October 1 Assessment: October 31</p>
<p>2. Completed Projects:</p> <ul style="list-style-type: none"> • Summer 2019 • 2020-2021 Academic Calendar 	<p>As mentioned previously, I have submitted the Summer 2019 file to the State Chancellor's Office. I will be reviewing the DSPS EOPS files again. Both offices have questioned why a few students were not included in the original submission.</p> <p>I have entered the 2020-2021 Academic Calendar in the Colleague TEST and LIVE accounts. If you find any date errors, please let me know as soon as possible. If any abnormalities are found in TEST, such as the XCHP or XCHE reports, please document and send to DyAnn Walter. I know Elizabeth Lopez has already been testing and communicating with DyAnn anything she feels is different/changed.</p>
<p>3. Miscellaneous</p>	<p>Calendar Committee met on Tuesday to review/approve the 2021-2022 Calendar. It is basically a rollover from 2020-2021 as we have not gone one cycle in the new format. We will know more after next academic year. Jeremiah Gilbert, Co-Chair of the Calendar Committee, has given permission to send out the draft, which still needs to be approved by both District Assembly and Board of Trustees.</p>

***The October 17, 2019 MIS Executive Committee is CANCELLED.
 The October 31, 2019 will be held on ZOOM.***