

Community College & Technical Center MIS

MISATFOR 3/23/95 Meeting Minutes

Executive Summary | Minutes

EXECUTIVE SUMMARY

CCMIS ADVISORY TASK FORCE (MISATFOR)

March 23, 1995

MISATFOR MINUTES - Harlow Kendig

Minutes from the January 20, 1995 meeting were discussed and approved.

MISATFOR Membership - Howard Campbell

The MISATFOR Advisory Task Force will now have twenty-eight (28) members and will report to the President's Council.

Data Base Implementation Task Force - Howard Campbell

The Data Base Implementation Task Force (DITF) members have met to discuss the contract with Information Systems of Florida (ISF). Three work groups have been developed: 1) Degree Audit/Articulation Work Group, 2) Integrated Data Base Work Group and 3) Peer Technical Committee Work Group.

PERSONNEL DATA BASE - Marc Malonzo

The 1995-96 Current Personnel Data Base Due Dates were approved.

MISATFOR recommends that the current Personnel Data Base be renamed to the Annual Personnel Report (APR), to avoid confusion with the new Expanded Personnel Data Base.

A new data element was added to the Annual Personnel Report for 1995-96 to identify Executive, Administrative and Managerial Staff for the EEO-6 report.

A Questions and Answers paper was reviewed for the Expanded Personnel Data Base.

The Division will research expanding the identification of distance learning or telecourses due to interest by legislative staff.

STUDENT FTE - Robert McMullen

MISATFOR was asked to review the proposed FTE Estimates Model so that it can be voted on in the May meeting.

STUDENT DATA BASE SUBCOMMITTEE - Jerome A. Fitz- Jim Talmadge

Data Element Definitions and edit criteria were discussed for several data elements.

MISATFOR approved the definition of Limited English Proficiency (LEP) and that "once LEP, always LEP". The new definition should be implemented as soon as possible and will be mandatory in 1995-96.

For 1995-96 Performance Based Funding, a table value for Adult Basic will be added to the Completion Degree Granted.

Expanding the values for the JTPA flag was approved.

PERFORMANCE BASED FUNDING - Robert McMullen

The status of Performance Based Funding was discussed.

PERKINS REPORTING SYSTEM -Marc Malonzo

The Perkins data files have been sent to the Division of Applied Technology and Adult Education (DATAE) and HRS.

OLD BUSINESS / NEW BUSINESS - Howard Campbell

The next MISATFOR meeting will be held May 18 and 19, 1995 at the Holiday Inn-International Drive in Orlando, Florida.

MINUTES

CCMIS ADVISORY TASK FORCE (MISATFOR)

March 23, 1995

MISATFOR MINUTES - Harlow Kendig

Minutes from the January 20, 1995 were discussed and approved.

MISATFOR Membership - Howard Campbell

The MISATFOR Advisory Task Force will now have twenty-eight (28) members rather than ten (10) members. The president at the colleges will decide who the representatives will be. Effective immediately, MISATFOR will now report to the President's Council.

Data Base Implementation Task Force - Howard Campbell

The Data Base Implementation Task Force (DITF) members have met to discuss the contract with Information Systems of Florida (ISF). Three work groups have been developed: 1) Degree

Audit/Articulation Work Group, 2) Integrated Data Base Work Group and 3) Peer Technical Committee Work Group.

An overview was given on the 1995-96 Governor's Recommended Budget.

NEW EXPANDED PERSONNEL DATA BASE - Marc Malonzo

1995-96 Personnel Data Base Due Dates

The Draft 1995-96 Personnel Data Base Due Dates were discussed.

MISATFOR RECOMMENDATION

MISATFOR recommends that the Draft 1995-96 Personnel Data Base Due Dates be accepted as proposed.

Recommendation was approved.

Name Change For Personnel Data Base

Carolyn Phillips of Pensacola Jr. College made a motion to change the name for the current Personnel Data Base to Annual Personnel Report.

MISATFOR RECOMMENDATION

MISATFOR recommends that the current Personnel Data Base be called the Annual Personnel Report.

Recommendation was approved, and will be presented to President's Council Personnel Sub-Committee.

Data Element No. 0225 - EEO6 Indicator

A recommendation was made to implement a new Data Element No. 0225 - EEO6 Indicator for the 1995-96 Reporting Year.

MISATFOR RECOMMENDATION

MISATFOR recommends that the new Data Element 0225-EEO6 Indicator be added for the 1995-96 Reporting Year.

Recommendation was approved.

Draft Personnel Data Base Questions/Comments

MISATFOR reviewed the Draft Personnel Data Base Questions/Comments.

MISATFOR RECOMMENDATION

MISATFOR recommends that the questions be numbered in the future and that a deadline of two weeks be proposed for FAX questions/comments.

Recommendation was passed.

Identify Telecourses

Because of legislative staff interest in issues such as class size, it would be beneficial to identify courses as telecourses on the Personnel Data Base. This information would be captured in Data Element No. 3015 "Primary Course Section Type".

MISATFOR RECOMMENDATION

MISATFOR recommends that the Division research expanding table values to determine whether a course is being taught via tape, live etc. and research "What are the types of distant learning?".

MISATFOR agreed to collect this data in the Personnel Data Base rather than in the Student Data Base.

Pilot Colleges

A reminder was given to MISATFOR of who the pilot colleges are for the Personnel Data Base. The pilot colleges are: Brevard, Central Florida, Florida Community College of Jacksonville, Manatee and Pensacola.

Announcement

Marc Malonzo announced his leaving the Division of Community Colleges at the end of April.

STUDENT FTE - Robert McMullen

Reports were handed out that were distributed at the Enrollment Estimating Conference. After reviewing the reports, the committee discussed the Draft FTE Enrollment Documentation which includes references to laws and definitions. Positive responses were given to Robert McMullen on the documentation he had drafted. The committee was asked to review the proposed Draft FTE Estimates Model so that it can be voted on in the May meeting. The committee reviewed the Draft "Summary of Postsecondary Student Fee Exemptions and Waivers". This report was mailed to the colleges by the Finance Bureau. The Division would like to capture the Fee Exemptions and Waivers on the Student Data Base. The committee recommended that this report be discussed at a later date.

STUDENT DATA BASE SUBCOMMITTEE - Jerome A. Fitz- Jim Talmadge

Data Element No. 1002 - Disabled Classification

Modification to this data element to expand the definition for table values "N" and "D".

MISATFOR RECOMMENDATION

The Student Data Base Subcommittee recommends the Division research the definition of Disabled Classification, research what disability information division staff needs collected on the "ALA Reports", research "will colleges get more money if they show more than one disability for a student" and research which colleges code table value "N".

Data Element No. 1013 - Limited English Proficiency

Modification to this data element to report once LEP always LEP was approved in December 1994. In the January meeting, it was recommended that the Division research the definition of LEP and compare the DCC data base definition to the DPS definition to insure consistent reporting. This element is used in PBF, the AA-1A report, and IPEDS.

MISATFOR RECOMMENDATION

The Student Data Base Subcommittee recommends accepting the definition of LEP which should be implemented as soon as possible and will be mandatory in the 1995-96 reporting year.

The recommendation was approved.

Data Element No. 2002 - Program of Study - CIP

Modification to this data element definition to report Adult High School Students (GED).

MISATFOR RECOMMENDATION

The SDB Subcommittee recommends the Division research the clarification and expansion of this definition to include GED and Adult Basic Study Students and research this definition because Adult High School Students and GED are two separate issues (the outcomes are covered differently).

Data Element No. 2005 - Program of Study - Level

Modification to this data element definition to delete edit of CIP number 7777777777.

MISATFOR RECOMMENDATION

The SDB Subcommittee recommends accepting the definition of Program of Study - Level for the 1995-96 reporting year . For 1995-96 reporting year Performance Based Funding, the Subcommittee recommends adding a table value "B" for Adult Basic.

The recommendation was approved.

Data Element No. 2103 - Completion Degree Granted

Completion Degree Granted, used in Accountability and Performance Based Funding, was discussed. The DCC will research the law and report back to MISATFOR in May. The colleges should continue to code this Data Element with the current criteria listed in the Student Data Base Data Element Dictionary.

MISATFOR RECOMMENDATION

The SDB Subcommittee recommends the Division research this definition and research the state requirements for reporting GED.

Data Element No. 3016 - JTPA

At the December 1994 and January 1995 meetings, MISATFOR approved modifying this data element to include indicators "A", JTPA EDWA students, "B", JTPA 123 and "O", Other JTPA student. This information was for the colleges to review the definition.

MISATFOR RECOMMENDATION

The SDB Subcommittee recommends accepting the definition of JTPA for the 1995-96 Reporting Year.

The recommendation was approved.

AA1C Report

The colleges will review the modifications to the selection criteria and bring any suggestions to the May meeting.

1995-96 Data Submission Due Dates

The colleges will review the suggested due dates and will discuss them in the May meeting.

An additional item was added to the list of "Issues to Investigate". This item will address "Why does the Division wait so long to produce Equity Data?".

PERFORMANCE BASED FUNDING - Robert McMullen

Performance Based Funding (PBF) Status Report from the Division was read and discussed. This report stated numerous problems with JTPA files.

MISATFOR discussed the Occupational Deans wanting to change the definition of "Leavers". The committee recommended that the Division review how changing the definition of "Leaver" would affect Performance Based Funding.

PERKINS REPORTING SYSTEM -Marc Malonzo

The Perkins data files have been sent to the Division of Applied Technology and Adult Education "DATAE" and HRS.

OLD BUSINESS / NEW BUSINESS - Howard Campbell

Status Report

The Bureau Status report was distributed.

Fact Book

The Division is revising time lines and procedures. The Fact Book will include data from the 9495 Fall term.

Student Right-To-Know

Do not report for this year.

Special Request

The original request from the Senate Ways & Means has been completed.

Summer MISATFOR Meetings

A recommendation was made that during the Summer months, MISATFOR should meet on Mondays and Tuesdays because some colleges are closed on Fridays.

Next Meeting - Harlow Kendig

The next MISATFOR meeting will be held May 18 and 19, 1995 at the Holiday Inn in Orlando, Florida.