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CCMIS ADVISORY TASK FORCE (MISATFOR)
MAY 15-16, 1997

Student Data Base Issues - Paul Aughey and Jim Talmadge

Review of New and Proposed Edits for 1997-98 Data Submissions

Data Element 1008 - High School Graduation Code

Pending the Governor signing HB 1545 into law, a new type of diploma, College Ready Diploma will be implemented. This will result in a new table value of "F" which will be added to data element 1008 - High School Graduation Code.

MISATFOR Motion

Subject to pending legislation, a table value of "F" should be added to Data Element 1008 - High School Graduation Code to provide for the new College Ready Diploma. Final action will be taken on this issue at the July 1997 MISATFOR meeting.

Motion was approved.

Data Element 1013 - Limited English Proficiency

Beginning with the 1997-98 Fall beginning-of-term, the edit for Data element 1013 - Limited English Proficiency will be changed to require valid table values to be loaded for beginning-of-term data submissions.

Data Element 1018 - State Code at Time of Admission

The Federal Information Processing Standards (FIPS) codes have changed. During the November 19, 1996 MISATFOR meeting a recommendation was made to implement the new table values during the 1997-98 Student Data Base submissions. The draft data element approved at the November 1996 MISATFOR was distributed.

Data Element 1033 - Nation of Citizenship

This data element will replace the first two bytes of the ten byte Florida Student Identifier (DE 1033). This data element was approved during the November 19, 1996 MISATFOR for implementation in the 1997-98 reporting year. A recommendation was made during the March 20, 1997 MISATFOR meeting to use the table values as the FASTER system (see the ISO Codes from Section J of the 1996-97 FASTER Manual).

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Data Element 1034 - Transfer Institution

This data element was approved during the November 19, 1996 MISATFOR for collection during the 1997-98 data submission. Transfer Institution will replace bytes three through nine of the former ten byte Florida Student Identifier (DE 1033). This data element was renumbered from 1036 to 1034 during the March 20, 1997 MISATFOR meeting.

Data Element 1104 - Entry Level Test - Type

While recently doing some Entry Level Test analysis, it was discovered that a number of colleges are reporting the SAT and SATI tests incorrectly. The SAT test was renamed to the SAT-1 in March of 1994 and the test was recentered in April of 1995. A report was distributed displaying the break-down of the SAT and SATI reporting for FTIC students in the 1996-97 Fall End-of-Term. Only tests taken prior to the Fall of 1995 should be reported as SAT (Table Value "S"), all others should be reported as SATI (Table Value "H"). A student's test score on the SATI will be approximately 115 points higher on the SATI than on the SAT. Correct reporting of these tests are important for the accuracy of the Readiness for College Report.

Data Element 2103 - Completion Degree Granted

Pending Senate Bill 1688 being signed into law by Governor, colleges will be allowed to provide Associate in Applied Technology Completions.

MISATFOR Motion

Subject to pending legislation, a table value of "5" should be added to Data Element 2103 - Completion Degree Granted to provide for the new Associate in Applied Technology. Final action will be taken on this issue at the July 1997 MISATFOR meeting.

Data Element 2104 - Occupational Completion Points

This data element was approved at the November 19, 1996 MISATFOR meeting for the collection of Occupational Completion Points during the 1997-98 reporting year. The record format for the Completion Record will be modified to include this data element for reporting on Student Data Base Submissions starting in the 1997-98 reporting year. The valid values for this data element are contained in Appendix S of the Vocational and Applied Technology Data Base Handbook which has been distributed to all colleges.

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Data Element 3006 - Course Fee Kind

Beginning with the 1997-98 Summer End-of-Term Submission, there will be a new critical edit for Table Value D - Special Disabled Adult, where data element 3001 - Course ICS must not be A&P, PSV, or College Prep. Based on review of the statutory authority for Special Disabled Adult, courses for this program may not include credit or College Prep courses. This edit was approved in the March 20, 1997 MISATFOR meeting.

Pending SB 1688 and HB 1545, which changed in F.S. 240.35(3), being signed into law, table value "P", which currently represents the Project Independence fee exemptions, will be removed beginning with the 1997-98 Fall Beginning-of-Term Data Submission. The WAGES coalition will now pay for students who previously used this exemption. The first note on this data element, which mentioned an additional .25 FTE awarded for Project Independence students, will also be deleted because the section of the law pertaining to Project Independence was deleted. If these bills are signed into law, a table value of "P" will continue to be valid for data element 3006, Course Fee Kind for the 1997-98 Summer End-of-Term data submission but will be removed in the 1997-98 Fall Beginning-of-Term Data Submission.

Data Element 3016 - Course JTPA Flag

Because JTPA students can be JTPA EDWAA, JTPA Title II, and JTPA Other at the same time, the Division staff recommended adding two new data elements: data element 3020 JTPA Title II, and data element 3021 JTPA Other. After discussion, it was decided that a new table value of "C" will be added to data element 3016 to report a student as being both EDWAA and Title II would be sufficient. It was also decided that the table value of "O" for other JTPA student was no longer necessary.

MISATFOR Motion

Beginning with the 1997-98 Summer End-of-Term submission, a new table value of C for students who are both JTPA EDWAA and JTPA Title II should be added for data element 3016, Course JTPA Flag and the table value of O for this element should be removed.

Motion was approved.

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Data Element 3017 - WAGES Flag

The WAGES program has replaced Project Independence, therefore, the name of this data element should be changed.

MISATFOR Motion

The name for data element 3017 should be changed to WAGES Flag.

Motion was approved.

AS Completion Points

The collection of AS Completion Points was approved by the Presidents Council in March, 1997. This information will be collected by a supplemental file for the 1997-98 submission year. The Division is currently assessing the impact of Senate Bill 1688 which will affect the future reporting of this data.

Proposed 1997-98 Submission Dates

The proposed 1997-97 data submission dates for the student data base were distributed.

MISATFOR Motion

The proposed 1997-98 data submission dates for the Student Data Base should be adopted.

Motion was approved.

1990-91 Pell Grant Request

Information was distributed which described a federal Pell Grant request sent to the Division by Bill Beckham of Daytona Beach Community College and a preliminary report of college results was distributed. For some colleges, the data available on the 1990-91 Student Data Base does not appear to a reliable source to use to respond to this request. Division staff approved these colleges to submit a supplemental file to use for this purpose. The Division will conduct the analysis for the colleges and will provide a report to the colleges for their use in responding to the request.

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SDB Issues - (continued)

Invalid High School County / Codes in Student Data Base

A flaw in the critical edit used for High School County/Codes (DE 1007) was found by Janetze Hart of St. Petersburg Junior College. After correcting the edit, reports were prepared showing which colleges have invalid HS County/Codes. This will affect the Readiness for College Reports. Private Schools and former Public High Schools should be coded as 999999. Colleges should pay close attention to the coding of First Time In College, High School Code, and Entry Level Test Scores which are used to create the Community College Readiness for College Report and File..

Performance Based Incentive Funding System (PBIF)

The Division has forwarded all the 1995-96 data, including supplemental placement files, Quick Response files and any PBIF updates that resulted from student data base resubmissions to Enterprise Florida - Jobs and Education Partnership - Performance Based Training (EF-JEP-PBT) for payment processing. The 1996-97 Fall end-of-term file of enrollments and completers has been forwarded to Department of Labor for EDWAA and Title II matching and to Department of Children and Family for AFDC/Food Stamp matching and the completers have been forward to FETPIP for matching.

Annual Personnel Report Data Base - Robert McMullen

To prepare for handling data after the century changes, the century will be added to several dates that are reported on the Annual Personnel Report Data Base. A report was distributed that described each change. The fields that are affected are: Data Element 0060 - Date Hired at Institution, Data Element 0110 - Date of Birth, Data Element 0190 - Tenure Date and Data Element 0200 - Termination Date. The 1997-98 data submission dates for the Annual Personnel Report Data Base were distributed.

Personnel Data Base Issues - Robert McMullen and John Walker

Data Element 3005 - Course Identifier

After some discussion regarding adding a table value of "S" for Data Element 3005 - Course Identifier, it was decided that this issue should be referred to the Student Data Base Committee for their review and recommendation.

MISATFOR MOTION

The definition of data element 3005 will be changed to match the SDB and the MISATFOR SDB committee should be asked to review the definition to see if other suffixes should be added.

Motion was approved.

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PDB Issues - (continued)

Data Element 1045 - Contract Status

To allow persons employed as librarians or counselors to be reported as having contract status, the edits need to be changed.

MISATFOR Motion

It is recommended that the edit for data element 1045 be changed to allow the value of data element 2005 - Occupational Activity Code to equal 4 when data element 1045 - Contract Status is equal to 1 (Continuing Contract).

Motion was approved.

Course Schedule Record Type

To allow for courses that use multiple rooms to be reported on the data base, the key to the file needs to be changed.

MISATFOR Motion

It is recommended that the record key for the Course Schedule Record Type be expanded to include Data Element 4030 - Site Number, Data Element 4035 - Facility Number and Data Element 4040 - Room Number.

Motion was approved.

Verification Report Specifications

Draft copies of the Personnel Data Base verification report specifications were discussed. Draft reports will be provided to the Colleges next week.

Approval of Minutes - Carolyn Phillips

The minutes of the March 20-21, 1997 MISATFOR meetings were approved.

Legislative Update - Ed Cisek

The 1997-98 Legislative Summary Financial Affairs Briefing Package was distributed and discussed.

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Statewide Student Advising System - Howard Campbell

The Summary of Survey Responses and Quantitative Evaluation of the Statewide Student Advising System pilot project was distributed and discussed. There are a few concerns, but, the project is moving forward. A budget is being prepared to cover the costs for implementing this project at all community colleges.

Facilities Data Base - Robert McMullen

The 1996-97 Winter/Spring data submission period is open for the facilities data base. The edit program is being rewritten for the 1997-97 reporting year to resolve some technical problems.

Integrated Data Base - Robert McMullen

Information Systems of Florida (ISF) is continuing to assist the Division in developing the integrated data base and the verification reports for the data base.

Student FTE - Robert McMullen

FTE projections will be done the same way this year as they have for the past several years. In the future, projections may have to be done based on headcount.

Performance Based Program Budgeting - Howard Campbell

Howard reviewed the final report for Performance Based Program Budgeting for the 1996-97 allocation to the colleges.

Research Issues - Pat Windham

Pat reported on the activities of the Research Committee. She also discussed the Postsecondary Education Planning Council master plan process that will involve public meetings to solicit input.

Transfer of Student Data over the Internet

Transfer of student data over the Internet using File Transfer Protocol (FTP) is not secure and is susceptible to unauthorized access. The Division is considering options to allow the colleges to use the Internet to transfer student data confidentially.

Division Web Site

The Division's Web site has been updated. The URL for this site is WWW.DCC.FIRN.EDU.

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FASTER Status Report

Twenty-six colleges are participating in FASTER. The colleges that are still not participating will continue to be encouraged to do so as soon as possible.

Data Base Implementation Task Force/Peer Technical Committee

Howard announced that, although there will not be another year of funding for data base implementation, the Data Base Implementation Task Force and the Peer Technical Committee will continue to exist to review changes in third year plans.

Annual Reports Workshop

A draft copy of the 1997 Annual Reports Workshop was distributed and discussed. The workshop will be held at the Tradewinds Hotel in St. Petersburg Beach on July 15-17, 1997.

Next Meeting

The next meeting will be held in St. Petersburg Beach, Florida on July 14, 1997.