

**Management Information Systems Advisory Task Force**  
**July 12, 2000**  
**Annual Reports Workshop**  
**Adam's Mark Hotel**  
**Daytona Beach, Florida**  
**July 12, 2000**

Minutes from the May 19, 2000 meeting were approved.

**Annual Personnel Report**

Robert McMullen presented three new informational edits for DE 0130 – Activity Code, pertaining to occupational type, leave type and rank. The changes reflected by the edits correspond with the Personnel Data Base.

***Motion:*** Accept the proposed informational edits.

***Status:*** Motion passed.

Robert presented new critical edits requiring last name (DE 0030) and first name (DE 0031). This would match edit criteria in PDB.

***Motion:*** Accept the proposed critical edits.

***Status:*** Motion passed.

**Integrated Data Base**

Robert reviewed criteria for creating Room/Space Utilization Reports and Faculty Load Reports.

**Technology Reporting Requirements**

Preston Howard reviewed technology reporting requirements. He discussed the following issues:

- New IT Reporting Requirements
- IT performance measures
- Necessity for Technology Plans for all colleges

**Student Data Base**

FTIC Status for IPEDS, Accountability and Readiness Reports

Robert led a discussion aimed at defining commonality among IPEDS, Accountability and Readiness Reports with respect to criteria for FTIC status.

### Course Fee Kind

Robert explained that changes in state law require revision of DE 3006, Table Value D – Special Disabled Adult. Robert proposed that value D be redefined for “Adult With Disabilities”.

**Motion:** Accept new definition for Adult with Disabilities.

**Status:** Motion passed.

### GPA

Robert discussed the proposed change of range values in the edits for institutional GPA.

**Motion:** Tabled the changes pending further research.

**Status:** Motion passed.

### OCP's

Bill Carman led a discussion on the disparity among colleges' reporting methods for Occupational Completion Points.

**Motion:** MISATFOR recommends that SBCC use completion of A.S. degrees and PSV Certificates for workforce funding in the next funding cycle.

**Status:** Motion passed.

### **Election of Chairs**

Student Data Base Issues – Maridru Arango, Hillsborough Community College was elected Chair for the SDB Issues Group.

Personnel Data Base and Integrated Data Base Issues – Pat Gordin, Edison Community College was elected Chair for the PDB/IDB Issues Group.

Chair Elect – Dennis Everett, Chipola Junior College, was elected Vice Chair of MISATFOR.

Chair – Ron Nelson, Valencia Community College, moved from Chair Elect to Chair of MISATFOR.

### **Next Meeting**

The next meeting of MISATFOR will take place September 21-22, 2000 at the Adams Mark Hotel in Orlando.

**Management Information Systems Advisory Task Force**  
**Executive Summary**  
**July 12, 2000**

***Minutes - Jeanette Humphrey***

- Minutes from the May 19, 2000 meeting were approved.

***Annual Personnel Report – Robert McMullen***

- New informational edits for DE 0130 – Activity Code were added.
- New critical edits for missing DE 0030 – Last Name and DE 0031 – First Name were added.

***Integrated Data Base – Robert McMullen***

- Reviewed criteria for creating Room/Space Utilization Reports and Faculty Load Reports.

***Technology Reporting Requirements – Preston Howard***

- Reviewed the following technology reporting requirements: New IT Reporting Requirements, IT Performance Measures, and Necessity for Technology Plans for all colleges.

***Student Data Base – Robert McMullen and Bill Carman***

- Discussion on defining commonality among IPEDS, Accountability, and Readiness Reports with respect to criteria for FTIC status.
- DE 3006 – Course Fee Kind, Table Value D – Special Disabled Adult was redefined to “Adult with Disabilities”.
- Because of disparity among colleges’ reporting methods for Occupational Completion Points (OCP), MISATFOR recommended that SBCC use completion of A.S. degrees and PSV Certificates for workforce funding in the next funding cycle.

***Election of Chairs - Jeanette Humphrey***

- Maridru Arango, Hillsborough Community College was elected Chair for the Student Data Base Issues Group.
- Pat Gordin, Edison Community College was elected Chair for the Personnel Data Base and Integrated Data Base Issues Group.
- Dennis Everett, Chipola Junior College was elected Chair Elect for MISATFOR.
- Ron Nelson, Valencia Community College, moved from Chair Elect to MISATFOR Chair.