MISATFOR Meeting
Wednesday, April 25, 2017 -Thursday, April 26, 2017
Tallahassee Community College
Tallahassee, FL
Minutes

General Welcome Introductions: Andre Smith, Division of Technology and Innovation

Andre Smith welcomed everyone and discussed the following issues:

- He mentioned that the Commissioner believes in a growth mindset
- He mentioned that internally his areas have been spending with self-reflection and questioning why we are doing what we are doing
- There have been changes in the structure system
- He outlined the changes that are meant to streamline the data reporting process, review process, and communication.

In summary, the Data Systems area was removed, and all data reporting is now through ARM not through DTI. Release of data won't happen if there are less than 10 data points.

Mr. Smith provided an update about FLEID. There is an issue with University systems and the way they interpreted legislative language. This is being discussed because of transcript issues at the university level. Also, in discussion about whether to continue with the piloting phase of the FLEID implementation or go solo with FLEID and drop the previous identifiers (the final project phase)..

Question: Any decision with personnel being sent in for FLEID? Yes, you can send it. For personnel, this is currently optional and not a requirement.

Question: Any decision with not assigning DOB for FLEID submissions when DOB is not a required eelement in some programs? The system will continue to reject requests without DOB.

Tara Goodman provided an update about the newly created Data Governance committee. This is a committee that is to formalize the way we collect data, who owns it, to collect data that we need, etc. Expected to meet once a month. Topics will include data suppression, DE review, etc.

For example, the status of veteran information is collected in the high school and the Military Status is collected by colleges. Colleges and high schools often share programs so there should be coordination of data reporting elements.

The most recent data elements were presented through this committee. But the newly added WIOA data elements were not, because the committee was not set up yet.

Question: Can the scope of this committee be broaden to include how the information is communicated? Yes, the intent is to use multiple list-serves. For FCS: the monthly IR webinars and IR list serve.

Question: Can the message be able to separate the communication stream? There is often confusion as to whether something applies to colleges versus school districts, etc. Tara agreed. Their office gets

flooded with questions when there is confusion....so it is in the interest of all to make the communication very clear and get the information out to the intended groups.

General Adult Instructional Hours - Tara Goodman

Tara Goodman summarized the proposed rule change for Adult Instruction hours. There is no major change in policy, just a softening of language and clarification of terms. There will be a TA paper coming out soon with additional clarification.

The last day of attendance reported should be the last day the student was sitting in the class. Re-instatement of enrollment after being withdrawn due to 6 absences can not happen after 30 calendar days. Summer data must be reported in two records if courses cross over June 30th. A synchronized instruction should report engaged learning time not instructional hours. There will be a TA paper coming soon to provide additional guidance on a synchronized learning for AE classes. And emergency closures guidance was provided. Instructional hours could be reported for true emergency closures, it should not harm the student by being counted towards their 6 absences. Planned or scheduled closures, but be accounted for in the normal schedule and should not be considered emergency closure.

Questions: When are these implementation to be effective? Tara confirmed all the data above should begin Fall 2018 term. This means that the summer split of data records will begin Summer 2018.

Question: Is this only for AE classes or CTE classes or both? Only AE classes.

WIOA Updates: Tara McLarnon

Tara McLarnon presented on Federal Reporting

<u>Perkins Update:</u>

Perkins Tech Skill Attainment (TSA) Inventory will open May 5 through June 16. This is the year FDOE will be removing linkages that have not been used for 3 years. If you need these linkages you will have to re-request them. Information about this will be released through Chancellors Office.

The State is currently in the negotiation process with the USED for the State's 17-18 Perkins performance targets. This is a requirement for new grants. This information will be sent to current contact on file. Local level Perkins Data Reports are projected to be sent out in the next couple of weeks:

Measures by program 2015-16, measures by schools 2015-16, measures by program and school 2015-16, and trends over time 2011-12 to 2015-16.

<u>Non-traditional Perkins Update:</u>

Two measures that occur on each level, beginning 2016-17 the process has changed how to identify the programs used: 2017-18 targets will be based on 2015-16 performance not the state goals.

WIOA Updates:

2017-18 Grant applications were posted March 29th. Webinars held April 20th. Applications must be received by May 26th at 5 PM EST, all questions should be directed to Judith Taylor.

2016-17 Updates: New annual performance report, Minor changes to NRS Data Tables, changes to cohorts included in NRS: now based on whether the student made a gain from the lowest initial EFL for the reporting year.

Beginning of periods of populations

Begin baseline data for the new employment and wage performance measures.

Load data for Surveys 1E/2B and F/G become critical: Our data submission to the middle of October not December 31. So Load data is very critical.

2017-18 AEFLA – Competition

MSG State Targets are now tied to EFL Program. Type instead of individual EFL: ABE Levels (1-5) – 42%: Level 6 is a diploma...so not included in completion. ESL (1-6) Target – 40%.

Question: Should we be giving the TABE Exam for Level 5 students? No, the outcome for level 5 is still the diploma.

New EFL Titles for the AGE Programs.

POP-cohorts for reporting performance-this is tied to economic reporting. This will be completed in 19/20 reporting year.

Data analysis training is on-going. Currently at state level, we are only 30%. We need to do better.

9:45 AM Break

MISATFOR Legislative Update - Eric Godin

Juan Mestre reminded everyone to please return your nametag at the end of this workshop/training.

Eric Godin asked if there were any questions about new flow chart or the governance committee that Tara Goodman presented in the joint session. One of the goals is to speed up changes and get them out to you as soon as possible.

Question: are the changes communicated to leadership at the college? Eric: It will go through IR list-serve. It is the intent for it to be passed up to the appropriate college administration by the IR directors. Also, there is cross posting has been happening with the Chief Academic and Student officers through the list-serve that Karinda Barrett manages so there is communication to college administration.

Question: When you say adopt changes on a quicker basis or speed up the changes....do you understand the college process for implementing changes? It is through the ERP process handled

through IT. Changes are expected at the end of November. Are you aware of this? Eric-yes. The purpose is to get the communication to you as soon as possible that changes are being discussed. To get feedback about the impact to your processes and let you know these changes are most likely coming as soon as possible. The major changes will be done in November with new or changes to DE (unless the trigger is late). But this is a way for all at the institution to have information about the changes through the process.

Question: Do you want feedback on DEs? Yes. All feedback is requested. The DE 1058 & 1059 should be reviewed. These may not be collecting the information correctly. Juan-this is Perkins required data and is needed. This will bring PERKINs into compliance.

Legislative Updates: everything is pretty much stalled: education and budgets.

No details on: Bachelor degree caps, performance funding measures, state community college board or SARAH.

MISATOR Mainframe-to-Server Migration - Juan Mestre

Each college uses different local procedures. For the purpose of migration, make sure that ~~what ever~~whatever you are dependent on is correct. Some colleges have been very good and jumped in and provided good feedback. Please provide feedback.

Table provided in packet materials shows statistics for the server and mainframe. Note how many times reports are run. Staff are very busy and you must wait until the next scheduled run. Please do not call them and ask special favors to run the reports on your data. You need to wait. There are to be no Honey-Do requests!

We will continue to run parallel for the rest of the year. Mainframe will be turned off for 2017-18 data. Annual for 2016-17- term four will continue on the mainframe.

Question: The reference documents that are listed in the database manuals are currently listed on the mainframe. Where will these reference documents be when the mainframe is turned off. This is yet to be determined.

Why can't you put them on the share point? It is an option and may end up there.

Will SSN for 2017-18-are these being reported? This will come up during FLEID.

Comment from MISTATOR—please note that there is a timing issue for us to rewriting of the code that includes where the reference materials will be. We need time. You can't make changes on Friday and expect us to get them implemented on Monday.

Comment from MISATFOR—Institutions are registering for Summer and Fall now. Are data elements that are needed for Fall needed if they don't become effective until Fall? Data needs to be populated based on state requirements. Continue as you are until you know of any changes.

Thank you for the time many of you took to provide compliments about the server side. It is good to get compliments when something is changed and it benefits the process for data submission.

Question: How long will the mainframe be open to get reference files or old terms of data or verification reports from prior years? This is still yet to be determined. But it is not measured in years. You need to go get what you want and store them locally. The State is not the long-term storage for the colleges.

Comment from MISATFOR—please tell the auditors that they need to get their data from you and not from us. Let them know we don't have access to prior year's data.

Question: Is there any way to get the TIBCO retention for files to 8 to 9 days instead of 7 days. Due to leave requests locally, the extra day or two will help tremendously. Good question….but NO. We are not the managers of TIBCO.

MISATOR - TEST vs .PROD for Server Submissions - Juan Mestre

Discussion of the procedures and protocols for .TEST and .PROD files was discussed.

Any plans to implement the ability to reload the last successful .PROD file if there are no data loaded? No. You need to save the file locally and submit it if load date is approaching.

MISATFOR - IPEDS EF2 and FTIC Cohort - Juan Mestre

Logic details for FTIC is defined and how cohorts are set up. The importance of the T2B file is important for future years. It cannot be altered after submission.

T2B close date is the data that are used. Questions about whether load date or close data is used occurred. Joan and Juan confirmed for the last five years it has been close date.

Question: Can we see the final T2B file for our college because of the fact that duals can come from all colleges and students travel? The data we load for T2B aren't always the final file that is used. Juan didn't have an answer for this. Juan, when reviewing the ~~minutes :~~minutes: not sure what this references.

Question: Reporting details within the prior year….is this new? This is not on the DE. Good question-- Juan will pass on to Steve and get back to us. If a non-dual student comes to us versus a dual who comes to us…why the differences? Juan, when reviewing the ~~minutes :~~minutes: not sure what this references.

Question: About Gender X Declaration-students declare it. Can we change it? Juan-how policy or what your administrators decide to do is up to you. We can only use what you report to us.

Juan clarified that Gender X individuals are used for performance funding at the State level. But at the federal level they are excluded.

Eric Godin clarified also that EF2 is used as the base and then we make modifications. So students who are reported to it are added (student X). Gender X were added to the base file the first year in lower graduation data 2017-18.

Baccalaureate programs, about the FTIC (first time in college) student? Performance funding...Eric will discuss later. Upper division FTIC student.....this is different.....

Why do we use beginning of the term and not the close of the term? It is a timing issue. We are missing students in retention.... If you want your FA you must use this data. Juan, when reviewing the ~~*minutes* :~~*minutes: not sure what this references.*

PERKINS and the X—does PERKINS count X....Yes.

MISATFOR - FTE Process Milestone Dates - Juan Mestre

Presented FTE presentation provided. This is a presentation that Juan used for the new Reports Coordinator training.

MISATFOR FTE Estimates vs. Projections - Juan Mestre

Presented FTE presentation originally used at the Enrollment Estimating Conference in August 2016. This provided a review of how FTE estimates are calculated and a review of the projection process.

12:00 PM: MISATFOR Lunch-On your Own

MISATFOR IPEDS - Jay Gelin

Steve Kimble who runs IPEDS is out of the office, so Jay Gelin from PERA is presenting. No data provided in the packed. It will be added to the post meeting packets. These are proposed changes and have not been approved for outcome measures surveys for 2017-18. They want feedback. You need to review the post packets.

Edits that colleges need to do. Do not repeat edits. Do not add incoherent statements that are not relative to the error description. Don't repeat or describe the error—please explain the error.

College key holders can contact IPEDS Help Desk directly if they want a survey unlocked. Because of the movement away from NWRDC, all IPEDS Verification reports will be located on the restricted hub. Student level files will still be put at NWRDC until PERA has access to TIBCO. In the IPEDS Human Resources survey, 'New Hires' covers the preceding twelve months.

Steve is creating cohorts to go back to prior data to get FLEIDs.

FTIC definition for IPEDS was presented. Former duals are traditionally not captured...but they are back filled by IPEDS. Juan has added a questions about prior to prior year. Someone is checking tonight.

Question: TA paper from IPEDS concerning gender M or F. Eric—discussion is still ongoing. Decisions will be sent down through Eric and his monthly webinars and list-servers.

~~**1:45 PM:**~~ **MISATFOR Restructuring Edits within Data Elements - Juan Mestre**

Juan presented the restructuring of the edits. He used 1045, 1050, and 2005 as examples. Applause and compliments were received.

MISATFOR FLEID Analysis - Juan Mestre

FLEID is conducting analyses of where they are with the submission and validation of the process. The next steps will be determined after the analyses are completed and reported. Discussion about the way the analyses are being conducted occurred. *would like a summary of the numbers of how many were sent, how many were matched, how many near matches, how many were duplicates, etc.

*like to have a process of providing name changes: Robert to Roberta etc.

Personnel—go ahead and send it. It is not required. But send it if you have it.

MISATFOR - DE 1004 Fee Classification Residency - Linda Wheatcraft-Smith

Must use an A for Florida active duties. Florida residency is statutorily defined. How much of the in-state tuition is used by this group is needed.

Will bring it up by Karinda Barrett to have it addressed by Registrars. This needs to be corrected.

STUDENT DATABASE

MISATFOR How the table values were derived for DE 1057-Military Status - Linda Wheatcraft-Smith

Question - How did these data get derived?

The table values with * are from SUS system. Question—how do you not have a state? ~~Self reported~~Self-reported data.

MISATFOR - DE 3004 Course Dual Enrollment Category - Linda Wheatcraft-Smith

Language change….the changes are provided. Why did the changes for the certificate titles get changed (PSVA changed Career Technical Certificate). A is for credits and V is for hours.

OD-Brenda is aware of the problem this generates…..there will hopefully be a solution soon.

MISATFOR - DE 3023 Course Enrollment Date and DE 3024 Course Exit Date - Linda Wheatcraft-Smith

Retire these—old data element (3023 and 3024). Use AGE Course Enrollment and AGE Course Exit and take AGE off it (3026 and 3027).

Adding DE3026 will become part of the unique key. Implemented in 2017-18 Summer 1E

MISATFOR - DE 1104 Entry Level / Exit Test – Type - Linda Wheatcraft-Smith

Edit 1104 will trigger a critical element. This is the change to SAT data. Format is not included in the DE. Juan will look at this and follow up with us. Test Date DE.

Change Date at the bottom of page 04/23/2017 not 04/23/2016.

Comment 2 needs to go away too. Make note 3 note 2. Maybe not—needs to be referenced more because of reference to CPT.

MISATFOR - DE 2102 Completion Date - Linda Wheatcraft-Smith

Retire DE 2102 and replace with AGE 2121 (8 digit reporting). And rename 2121 to completion date. Again, catching up the other 15 colleges not moved last year due to new WIOA for AGE Programs.

MISATFOR - DE 2002 Program of Study – CIP and DE 2101

Provides for unique identifiers for Program of Student and Completion. Provide new DE.

Why?

Just added clarification or text. This is for Karinda Barrett. She had difficulty in finding the track information. So now does everyone have to use it? No….it already exists. If you aren't reporting the correct 10 digit CIP's then we can. Just report as you were. Why are we doing this then? This is language just clarifying. The text that is added was accepted by Kris already. So the underline or cross through is not provided. This is for information.

Question: Donna: Linda—for the CIP indicator…no AS is not in the CIP code…why not? Linda is researching it and will make change if necessary. They have always PSV…. Make them AS— suggested by Joan. Is the Bachelor CIP greater than 10? No….

MISATFOR - DE 1047 Adult Level of Schooling and DE 1964 CAE Level of Schooling Achieved

Retire preexisting DE 1047. And change name of 1064 by removing CAE. This is no longer a PERKINS required element. No longer required by PERKINS: pregnancy, Displaced homemakers. THIS SHOULD HAVE BEEN COMMUNICATED IMMEDIATELY! Why has this not been communicated????

Legal issues associated with these self-reported data elements are outside the scope of this meeting.

MISATFOR DE 1105 Student Test Record Submissions

For 2017-18 an informational test record will be submitted that is older than 2 years old. DE 1105 and 1109—they will be critical in 2018-19. Test data is the largest test record type. Joan is concerned with 4 years out because of accountability. Just send the one test score that placed in math, reading, English….the scores could be 15 years old. Whether the student exempted out, what if they are continuously enrolled, etc….so what is?

Eric clarified that it is going to be internally meeting our needs before it will go to governance. So this is more informational at this time. Juan discussed that this would need to be addressed to make sure Joan and Theresa's issues are addressed.

Question - Are the college's represented on the Data Governance committee? It isn't a college body. Feedback from colleges is through MISATFOR, IR webinars, CIA, CSA, etc. Issues won't go through Data Governance before we have our house in order.

IR Webinars: third Wednesday of each month. Not all colleges are participating.

What are the CIA/CSA-Karinda runs this? When are they? MISATFOR can "ping" the representative that needs to attend.

MISATFOR DE-2017-18 Submission Dates - Katie (Katherine Mueller)

Due dates: two issues 1) NRS reporting change because of using load data: using load date one week earlier for federal reporting needs. And 2) T3E-Load date is moved back - May 10th.

Annual close for Term 3 is July 2 and 3rd. Please plan accordingly.

Katie uses the latest data for projections….to determine buckets.

Juan-is there a meeting conflict with FTE submission and MISATFOR? Juan doesn't remember nor does he perceive any conflicts.

MISATFOR Submission Schedule Proposal

Everything stays the same this year…..please consider 2018-19, due dates of Monday, and certifications on Tuesday, and believe it or not, he has gotten Saturday and Sunday emails. Can Thursday be due dates and Friday certifications?

How many colleges is causes you to bring this up? He won't name names….

There won't be people coming in on Saturday/Sunday with a Monday due date. Besides I want the extra weekend.

Margaret/TCC …it was to have the weekend because everyone in this room has other duties. So the weekends are for cleanup.

It might be harder to find a president on a Friday.

What's stopping us from doing a Thursday/Fridays….?

Karen, the data aren't clean and pretty….we need additional days. You are assuming that we are talking before days…but it could be after….Karen—that is fine…don't take days away and please add days. Load dates moved up a week….It isn't procrastination (this is not fair)….it is resource issues. Laurie—Juan's office is always flexible and able to work with us. Juan the data and dates are being clearly looked at.

MISATFOR BREAK PM

MISATFOR Submission Procedures

Biggest change during the submission manual is a lot of the mainframe verbiage is going away. 2) Change is in response to the feedback….certification and the direct report is sick. So we are going to increase alternates available. Allow president plus 3 alternates (total of four) can sign. Needs to be a direct report to the president.

Margaret/TCC-they have a designator for the college there is direct report. Send a copy of the letter with the certification. There are 6 direct report….there is always a direct report identified. Can't this always be used? Juan needs to know about this authority. So include the letter. It should not be the person compiling the data (fox and hen house issues). There needs to be procedure/policy set up for the certification process. Any problems with this….is this better than what you have? YES.

Does not include FTE reports. FTE reports need two signatures: president and business officer.

MISATFOR Reports Coordinator Session

Laurie-

Officers—in talking with others and only meeting two times a year. It has been suggested that the officers serve for 2 years (4 meetings). All current officers-agree. What do you think? Agreed

PDB Chair-Shantel Harris nominated by Karen Lippe. She accepted the position.

Thank you Vince and group for getting accommodations set up for us.

VA students request-how many have got this? Require VA to report on student success measures (various measures were listed….). No one knew about this.

Registrars meeting is coming up—will ask this group.

May reach out to Eric Godin to see if a state report can be produced.

Question: How did you get it? Where did it come from? Came from one of the deans at Palm Beach. Margaret/TCC—there are surveys that we do VA and Best of Vets that asks for student success.

Communications: Edits and midterm data communications… Laurie is working together….~~lets~~let's try to communicate better.

MISATFOR NRS Reporting and Dates

Federal reporting has moved reporting from December 31st to October 15th. There needs to be internal data review prior to October 15th. The deadline has moved closed to load dates. T1E/T2B have been moved up by one week on the calendar. T1E is critical for completion. T2B is looking for the student showing up again (retention).

Theresa Question: T2E I have attendance hours but T2B I don't. Do you know this? Yes. Only looking for if they are back on the campus….retention only?

Load Date for 1E is it after grades due…..yes…

MISATFOR WIOA Edits

Changed edits for WIOA Edits. To include program level. Taking out informational notes because it is all now critical.

Theresa—discussed a problem that Linda thinks has been resolved.

Please add default values for those schools not running AGE Programs. This will not be done by DOE any longer.

Day 2:

Online systems-Juan Mestre:

Reorganization of CCTCMIS is happening. Also, happening is a reorganization of the web and MS SharePoint. The current sites will be district. We will get new sites. When this happens is uncertain. And the waiting the result of SB374-seeing the future of the community college system.

Retire Cold Point and MS SharePoint.

NRS Table 7 will be done in August.

Excel Spreadsheet process will be used. Similar to the Selected Salaries data collection process.

Next transition will be Level II will be a new process. Not sure what the new process is. Waiting for now.

Maintenance of the directories managed by the reports coordinator. Not sure how this will be managed yet.

Question-Karen: DDC.college follows—where are we picking up these files? Public websites, SharePoint? Wants one process…we are in pause until we hear where colleges end up. Will there be only one person or multiple personnel? We need lead time to change systems…..

APR Data Discussion-Murray Cooper

Juan mentioned yesterday that we are moving the APR window back to help you guys out. The load on Friday, November 3, and the close is on Thursday, November 16 and the Certification is on a Friday, November 17 to get everything done before Thanksgiving.

Friendly reminder-there is absolutely no opening of the data window once it closed. Please get your HR people to review the data while the window is open.

R Fall IPS report—this one is critical—it shows up on IPEDS. ???

You are getting a pre-view of the IPEDS screen—during the submission window. You can preview this data. So if you don't like the way report looks—change it.

Share the criteria data for the HR folks---for the IDB Credit

Katie and Murray—will help. IDB Credit is hard to do….it is PDB or APR it is all three. Wants to be able to create a list at the employee level—who are the 302 people in the list?

Who went to what bucket by names not by numbers….Murray will work on it. It might take a little while.

When you look at the data in January, you can't change the data. You need to change it during APR window.

Don't give the HR the data file at the close date. They will need it at the beginning of the window.

Wonderful Idea….

Non-Database Submission - Katherine Mueller

Optional submission—but the email is required about what you are doing. Only heard from ½ people. Needs to have a response and File by Friday—either way.

Anticipated Degree Graduates and Excess Hours:

This has moved to the server. Allowing duplicated reports as long as the degree type is not duplicated. Missed addresses—will provide at ~~lease~~least 4 errors because coding used was from the student database.

Question: Please send out the layout and edit again.

The file name is changed as .ADG. There is no .TEST option for this. It is only in .PROD.

Excess hours is also moved to server. Also has a slight name change. Production files only.

Critical and Informational edits were provided.

IDB - Katherine Mueller

Errors were found in the IDB Room Utilization Report…it was incorrectly displaying the number of classrooms. These were fixed. The reports are now displaying the data correctly.

Name was changed for a report to better explain what the report was reporting.

Credit Report is actually headcount, hours, and ratios for FT/PT faculty…..this name is changed to be more accurate.

Need the names of the individuals in this buckets. So the verification of this needs to be provided.

DE 5250 Facility Area vs DE 5330 Room Area

Buildings that are bigger on the outside than on the inside—there are still a few buildings left.

It has been almost a year for this as informational. These are going to turn Critical this year. The updated DE pages were provided.

DE 5140 – Site Ownership vs DE 5150 – Site Length of Holding

If you owned the property you should not have length of holding. This is going straight to critical. Already been implemented. (DE pages are provided).

DE 5260 Facility Ownership vs DE 5270 – Facility Length of Holding

If you lease the site, we want to see a length of holding. So this will be informational this year. Next year it will be critical.

DE 5230 Facility Status-

Question-during remodeling what we do…

Katie-during remodeling-report ~~pseudorooms~~pseudo rooms and walkways, etc. Then update the space with the correct data when completed.

Lisa with Facilities clarified-code the space as under construction. Then afterwards, recode the space with the current use and specs. Juan-during transition use the under construction coding-they should not be considered under use. Lisa-this will take them out the usage, but not out of the overall square footage.

Katie—mark all space being remodeled. Do not update the new space until it is done.

Theresa-pulling data to match the term versus setting up the data so future schedules can be set up. This is the problem.

Juan-

Follow-up to FTIC question: looking for Dual Enrollment for recent HS grads from September previous year to October of the following year. What if they took more than one year to get into college? Then these students would not be included in FTIC. Joan—says the Dual is a two year look back. But to be included in IPEDS it has to be last year. Joan will look up the coding to confirm.

Vince-what report is this tied too? Juan-what gets sent to IPEDs through ~~EF2.~~EF2? My understanding several cohorts identified. One is the FTIC cohorts. This is the one I'm clarifying. The college system is modifying the cohorts to include Gender X for performance funding.

Polk guy-(DAVID) is not clear. Example of HS

Juan-knows the language is contradictory and needs to be updated.

What is the FTIC definition in another report? Joan would have to look.

Before DE 1005 is rewritten—many schools are using this extensively. So for just IPEDS reports, it may not be needed to re-work. Juan understands this, and is very careful to not touch 1005…just clarifying definitions.

Margaretuit-this is for EF2 for 1005….you are not changing 1005, but you are changing what is being reported to IPEDS for EF2.

David-please provide historically what we did when you update the definition. Because we are having to explain it across multiple years. Juan-I'm not sure if I am going to get into all the various flavors of definitions.

2 Points of Clarifications:

1) NO decision was made on personnel and FLEIDs. –Juan agreed. This is optional at this time.

2) FY18 no SSN…is this happening. Juan- This remains to be determined. No decision has been made whether to continue with the pilot phase or go only with the FLEID. The FDOE wants to review the data[BK1] (added to the minutes as a clarification) to make sure they are doing what was intended.

We need time….this requires significant re-writing. We will need time….We don't have this flexible. We need 8 weeks noticeweeks' notice. Juan-I will not commit to anything.

Juan is clearly communicating and passing this message on. He appreciates this exchange-thank you!

Margaret-Equity Report-this year non-credit was included this year. We asked for more detailed data. This was not done in prior years. Inequity in the data…. Please research this topic.

Data Governance was introduced yesterday—we have been beating the drum that this information needs to get the communication out to the correct people.

IR, CSA, CIA etc. are now open to us. So these folks will get the information too. Now data elements are being discussed by the programs people. Remember Parent 1 and Parent 2 educational levels…..let's not relive this…but finally!

What are missing from the summary pages….approvals…at this point, we are just documenting what we have already been discussed and approved by the FDOE and webinar reviews. This will be handled at the program level and we are just going to document the results to the data staff.

Theresa-the data governance-folks need to know that all of this still needs to go through the data coordinator. They do not need to collect their own data. It needs to be coordinated through the data coordinator.

How many Scott Kittel email about close and load data….Theresa was quick to say that this kicked the hornet nests locally. Juan :Juan: In the long run this is a good thing. The program people are now in data process and champion data instead of the data coordinator trying to push the champion of data. It doesn't make sense to send the email out at close time. There isn't time to

check and change data. The email went out around load data…because you still have time to check the data.

CompFreq-this is a great report….people in this room didn't even know about this report. We have a bigger problem than load versus close data. Use the last few pages to look at level 4 and level 3 errors…

Daytona-procedure change. The data may be right….it might be a procedure change. Daytona has a big change. We can explain that…. Daytona data changed 300% because of the intake report. As long as you can explain it…it is okay.

Follow-up: to Hillsborough auditor issue. Fundable industry certifications and pass dates. Should be paying attention to date…. For DE3033. The month and year…is submitted. All of the dates that were provided by DOE is submitted with a day of 01. They are scrutinizing the day. Should we be submitting the day with this DE? Right now we are not changing this. Are you the new Drew? Yes…

Where is the post packet stored? It will be included on the Restricted Hub.

Motion to accept with a change to one bullet. with

Karen moved, Donna seconded, Approved unanimously.

There is value for the minutes….please proof very carefully…..

But with a removal of the voting….the discussion is not being removed from MISTATOR. How are the meetings being run.?run? Historically….presidents agreed to have this meeting. Did the presidents agree to this change?

Concern-many times at the institution we need documentation of the discussion. That can be added. There will be follow-up (example: test records data-yesterday).

What is being lost: Guardian 1 and 2---originally it was mother and father….because of this body did we get voted down. Juan-you will have the feedback from the beginning. It is not at the end of the day…it is at breakfast.

You must get the folks at your colleges to SPEAK UP. That is on you.

TCC-Division Perspective versus MISATFOR. Why did we come to be? Because the Division leadership wanted a body to come together to advise them on how to implement a SDB. On the district side they were told how to do it. For the college sides, a group was set up to be involved. Now the governance group is the FDOE—you will tell us what has to be done, and push down to us. We won't have input. For example, FLEID—you can't tell us about webinar. Now we have to attend the webinar. We will be splintered. We need our voice taken back to the FLDOE. I don't think this is happening so much anymore.

Juan ;Juan: value in these meetings not with just webinars….people are working many tasks.

Request: webinars: the learning curves of staff we are working with,. eg.e.g. We have to ask, but we don't have to collect, some things are not stop issues for admission, etc.

Kay: In-state tuition….story…..is handled with legislative rule. Who should be answering this question…..?

Meeting was adjourned at 11:00 a.m.