

MCCCARE/MCCDEC Joint Meeting Minutes
January 12, 2017

Nick Baker called the meeting to order at 9:25 am (due to poor road conditions).

Welcome and introductions.

Personnel changes: Lori H. from Mott has accepted a new position in Pennsylvania. Steve C. is retiring from KVCC. Bruce G. from Ferris passed away in mid-December unexpectedly.

MCCA/MCSS Update (Gail Ives for Mike Hansen & Erica Orians):

- Due to the end of year changes at both the state and federal level, there is not much activity at this time. The summary sent out recently provides an excellent update on any current projects.
- Non-contiguous district act (P.A. 374) legislation now allows for extensions to occur out to areas not directly bordering the institution.
- By July, if you provide online classes/programs outside of Michigan, there are new federal guidelines requiring that authorization be obtained from that state. Some charge for this; others have reporting requirements. Institutions should determine how this impacts their current offerings.
- Governor's Metrics reporting deadline is Saturday, January 14. Erica will be contacting institutions directly if data are not received by the deadline, as she needs to aggregate these data for the state. For the successful completion/transfer metric, it is imperative that institutions use the VFA definitions in calculation of the rate. Funding decisions will now be made on the completion data reported via these metrics. Any questions, contact Erica directly.
- There are changes to CEPI with ACS data collection (notes below from Rachel discusses these further). Eileen's survey results on data reporting will be shared at MCCDEC next week.
- U.I. wage data and LARA licensure/certification data: Community colleges should contribute to future work on this project. The work is in progress. The Lumina Foundation has expressed interest in the project; Erica is in communication with them.
- The MTA task force: There is a transfer steering committee that continues to meet (next meeting is Feb 16 at Oakland University). A report will be due to the state to show that progress is being made. Additional funding is being sought for development of the MACRAO transfer database (MTN).
- VFA: If your college is going to participate this year, there are two tiers. Tier 1 is no cost; Tier 2 allows for benchmarking and more (details not yet available on the "more"). Note upcoming webinar on Tuesday, January 17, at 1pm. Information was included in MCCA newsletter sent out recently. On Jan. 30 at 1pm, there is a regularly scheduled VFA webinar, as well.

CEPI/STARR/ACS Transition/ Updates (Rachel Edmondson):

- STARR changes (shared on a handout)
 - Student Course Enrollment & Completion Collection Window - last year, reporting year was changed to better align with IPEDS, enrollment and completion reporting, etc.; appears to be working well, although further discussion was had in the Adult Learner

Workgroup regarding how long awards conferred will be included as part of the reporting year; will now be reporting completions through August 31. Enrollments will continue to reflect the July 1-June 30 period.

- Data Element & Schema Changes – see hand-out for specific additions, changes, and removals. Rachel sought and received extensive feedback on several issues, particularly issues related to award level codes of enrolled non-degree students.
- Rachel is hoping to add the special populations information to this year's reporting. Concerns were expressed that special pops data are now reported at the aggregate level. Reporting this via STARR would be reporting at the student level. Since disability often involves a medical diagnosis, HIPAA regulations would trump FERPA.
- CSV to XML converter tool in the future? Discussion was had regarding the need for others to assume this role. It was noted that Jim provided a great deal of support to colleges at the time of submission when errors occurred. Rachel will set up a conference call soon with interested parties to discuss moving forward. She will need to explore whether funding is available to support the project.
- In ACS-5, there were missing fields this year. Rachel apologized for the communications that occurred around this situation. Moving forward, CEPI's processes will not reflect emails to presidents without consideration of the data contact person.
- Eileen addressed the issue of information not being updated on michigancc.net. Rachel requested that any questions regarding ACS, Awards Conferred, and Tuition & Fees be referred to CEPI at this time. They will update, as needed.
- As CEPI moves forward with changes, Rachel will be setting up a work group to incorporate feedback, respond to concerns, etc.
- If you haven't provided feedback to Eileen's survey regarding data reporting, she is still accepting submissions. Results will be discussed at next week's MCCDEC meeting.

Treasurer's Report (Naomi Livengood)

- Current fees are \$50/\$100 for individual/group: Do we wish to change this? Naomi provided a 3-year financial projection last year indicating that it is worthwhile to maintain a balance, in case a costly training need arises in the near future. Motion was made by Mark to remain with current fee structure. Selina seconded. No discussion. All approved. Invoices for the new year will be sent out soon.
- Current balance is healthy at \$3736.82.

Group Discussions (Nick Baker)

- NAITW – Nick forwarded informational email to everyone again today. The NAITW is an unfunded mandated. They are now asking for additional data, resulting in greater burden on institutions. Student funding is not based on our data, thus MCCCARE is being asked by S. Sparling to examine the data provided in the email as an attachment as the basis of future discussion. Erin recommended that definitions and a template be developed to make this process more smooth and accurate for all involved parties.
- GE Update (Erin) – Erin sent a written summary of updates via email this past week. The disclosure template has not been release, but is expected. Institutions will now have 60 (as opposed to 30) days to update disclosures. More information on what institutions will need to do

if you have a failing program will be provided. (Currently there is only one of these failing programs; it is not a community college.) Links to disclosures will eventually need to be made available in additional places, not just the college website, but this will likely not occur until the new template is released.

- IPEDS Update (Eileen Brennan) – Changes for next round of reporting were sent out via email. Look at directions carefully. For 2017-18 reporting, outcomes measures will include 4-year outcomes. (Six-year outcomes are probably coming.) Highest degree awarded will be required.
- VFA Update (Gail Ives) – Free for Tier 1 level. Greater utility is promised with Tier 2. Final due date this year is August.
- Has anyone had a comprehensive HLC visit since September? Yes, several. At Henry Ford, the visit was relatively easy. Reviewers left earlier than scheduled and had fewer questions for the Board than previous visit. Lansing's experience was not the same, although it ended on a positive note. Reviewers did not meet with the ideal parties the first day; it was the second day that reviewers met with assessment/data folks. At that time, reviewers were reassured that assessment was being conducted with results being used. No monitoring reports were assigned. At Macomb, the experience was similar to that of Lansing CC. The time leading up to the review was very stressful, but the visit went smoothly.

Data Workshop 2017 (Nick Baker & Eileen Brennan)

- Planning committee consists of Angie B, Liz O, Mike W, Nick B, and Lori H. Broader input regarding content is needed. In particular, it would be useful to have a financial aid person on the planning committee. The group will be discussing whether it would be useful to have an interim ½ day or one-day training, in addition to a one-day session in August (rather than a 2-day workshop as was held in 2016).

MCCDEC Agenda & New Project Update (Eileen Brennan)

- The certifications and assessments database needs to be updated. Eileen has put together draft specifications for the content. Project to set up the infrastructure, and another to update the content, will be put together for bids.
- Agenda will include a review of comparison data for Perkins data across institutions and a discussion on the reporting cycle.

New Business – Group

- Nominations for chair, secretary, and treasurer will be taken in March 2017 with a vote at the June 2017 meeting.
- Has any other registrar received an email from NSC that they are matching data with NSLDS and finding errors? One institution has experienced this and were informed they had only 8 days to make corrections. Check your spam email to find out if you've received this email (Nick found it in spam).

Next meeting is scheduled for Thursday, March 23, 2017.

Respectfully submitted,
Tammy Russell, MCCCARE Secretary