MCCDEC Meeting Minutes
Thursday, June 16, 2011

Attendees: Johnesa Hodge(WCCCD), Angie Carrico (SMC), Pat Collins (Westshore), Darby Hiller (NMC), Jim Ross (MCCC), Nick Baker (Kirtland), Nancy Showers (OCC), Leslie Kellogg (HFCC), Gail Ives (Mott), Steve Cannell (KVCC), Linda Minter (LCC), Ken Trzaska (Gogebic), Randall Ward (LMC)

Ex-officio: Rhonda Burke (CCS), Sheree Price (CCS), Georgia Shuler (CCS)

Guests: Karen Ruedinger (NMC), Lori Hancock (Mott), Melissa Bisson (CEPI), Trina Anderson (CEPI)

The meeting was called to order at 9:12 am by Chair Darby Hiller.

Additions/Changes to the Agenda:
N. Baker to give MCCCARE update
D. Hiller to give workshop update
Assessment will be on the agenda only once
Lunch change – 12:00 to 12:45 – Centennial Room

Approval Agenda: Motion to approve by L. Minter, seconded by N. Baker. Motion passed.

Minutes Review:
Minutes from the previous meeting were reviewed by members. D. Hiller suggested that the aggregated reports discussion summary be added to the minutes. With the addition, N. Baker motioned to accept the minutes which was seconded by S. Cannell. Motion passed.

Appointment of Vice Chair: With the retirement of Gail Ives a new Vice Chair had to be appointed. Ken Trzaska from Gogebic was nominated for that position. The motion to forward the nomination to the State was given by N. Baker and seconded by L. Kellogg and passed by unanimous vote. The State appointed Ken as Vice Chair of MCCDEC.

Membership Review:
Dan Woodward may not be able to continue on MCCDEC so someone may be needed to replace him. There are also some additional openings in the group. There has been contact with Jim Taylor of MODAC about recruiting an instructional administrator. Gail Ives will also need to be replaced. G. Ives suggested Lori Hancock of Mott to take her place. R. Burke will send an email to data coordinators to see if an unrepresented school is interested. Faculty are also welcome but it is understood that it is difficult for them to attend meetings with teaching schedules.

State Updates:
Rhonda Burke gave an update. The Community Colleges Services Unit is now called Community College Services (no longer "unit") and is now part of the Workforce Development Agency (WDA) under the MEDC (Michigan Economic Development Corporation. DELEG was disbanded and most of DELEG became part of LARA (Licensing and Regulation Agency) while the rest became WDA. CCS now

includes 2 higher education consultants, 2 part-time analysts, and 1 secretary. Rhonda Burke attended the federal webinar about Data Quality (DQI) but didn't get a lot of information on how to exactly improve data. The DQI discussed the grants and who was involved and what stage they were at. R. Burke noted that though the government reporting structures have changed, duties of CCS are basically the same; no large changes. R. Burke doesn't anticipate any new reporting requirements from MEDC and she noted that the manager position is still on hold.

MCCCARE Update:

N. Baker gave the MCCCARE Update. He is now chair with G Ives' retirement.

*The MCCCARE bylaws needed to be amended to deal with the leadership change. Angie Carrico is the new Vice Chair of MCCCARE (replacing N. Baker as Vice Chair).

* Adriana Phelan gave a legislative update. There was an update on the Bachelor granting process (approved in the House, now in the Senate) and MPSERs retirement reform (since model is seen as unsustainable). There was also a discussion of Governor's metrics. There was also some discussion of reporting issues (salary disclosure).

* Mark Champion and Mike Church discussed Gainful Employment reporting requirements and Career Coach (from EMSI, Inc.). Web disclosures are due by July 1, 2011 with new reporting requirements in October 2011.

* Chris Baldwin talked about the Center for Student Success (CSS). The CSS will have another workshop: possibly on Sept 8, 9, 10, or 13. The goals for the CSS are as follows: 1. Better synergies between existing student success initiatives, 2. Facilitation of research/presentation of data, 3. Leverage P-20 to identify improvement metric/measures, and 4. Convene an Advisory State Policy Team.

* STARR Discussion – laundry list of suggestions for CEPI

* Workshop Update – July 28th

* MCCDEC Agenda

Workshop Update:

D. Hiller gave the Data Workshop Update. K. Trzaska, G. Ives and N. Baker were added to the list of helpers for the Workshop. D. Hiller presented a list of topics to MCCCARE and asked for further suggestions. R. Burke noted that she needs agenda by July 10 so that attendees have the information available for registration. Online registration done via MCCNET and invitations will go to Data Coordinators. Linda Minter can send notice to the Special Populations group. L. Minter will also head a round table on special populations. There are 4 rounds tables planned for the workshop – 2 at a time. Right now there are 3 breakout rooms reserved.

Possible topics include: IPEDS update, Perkins Core Indicator Best Practices roundtable, Perkins Core Indicator Expected Levels, Special Pops roundtable, MichiganCC.net update, STARR update, VFA Pilot Project update, New IR professional orientation, application of benchmarking opportunities, state of Michigan community college metrics and Center for Student Success.

STARR Update:

Trina Anderson and Melissa Bisson discussed the UIC assignment and STARR upload processes. The focus right now is Phase I and meeting reporting requirements for September. College data does not

occur until the Portal is needed (Phase III), however collection is occurring now. Only one community college has not participated in the UIC collection process. CEPI was pleased with the 84% match rate (for students born after 1987). They are going to do further analysis on the creation of UIC and the UIC workgroup will be working on creating links with multiple UICs. There was some discussion with the group regarding clarification of dates enrolled and collection of UIC. There was discussion that some secondary schools have assigned multiple UIC codes and T. Anderson explained that there is a robust matching process that occurs and there have been process changes to control the creation of the new UIC codes. Lake Michigan College and Lansing Community College are on the UIC data workgroup and they are open to more participation. There were some data quality issues that arose. MCCDEC members made a suggestion for better communication distribution. CEPI would like higher education community to pressure secondary schools to use electronic transcripts that have UIC since that is the more efficient way to transition the UIC to higher education. Data is being put to use for SFSF (state fiscal stabilization funds) reports (Sept 2011). Those reports include answering the following questions: Did student attend college? Did they take a remedial course? CEPI will also be using the National Clearinghouse to find students. MCCDEC suggested a central place where we (public) can access reports. CEPI is currently doing data quality checks. CEPI is also making some improvements for the next upload and thinking about what new data elements can be added to enhance its use. *MiSchoolData* portal will be coming online in September and the reports will be available there. There will be public and secured access portions. MCCDEC suggests connections with Center for Student Success and the development of community college metrics. T. Anderson also went over proposed amendments to FERPA which are attempting to change definitions of "authorized representative" and "education program" to help get colleges access to LDS data. There was some discussion about how to gather placement data.

Review the Agenda:
Remove the Governor's Dashboard discussion and place a few items after lunch since the CEPI discussion went longer than anticipated. There is room in the agenda for afternoon.

Retirement Celebration for Gail Ives: cake and ice cream was served to celebrate Gail Ives' retirement.

Negotiated Levels for 2011/12 and 2012/13:

Final results of the negotiations were released. The State was able to get most of what they proposed. It was noted that if a college wants to submit their own proposed levels they are able to do so. The college can propose its own levels but it must provide a justification and local level data in the annual application. The process is the same as the State does with the federal government.

Assessment Project:

Tim Dykstra has a report available on the MCCNET website on the current and potential third party certifications for occupational programs in community colleges. To see it go to the State website under "MCCDEC" and "Projects." There is a full report and then by individual colleges. http://www.michigancc.net/mccdec/projects/default.aspx This finishes up this project.

Gainful Employment Regulations:

R. Burke printed off a couple of resources available in the meeting packet. There will be new reporting requirements beginning in October. The slides for the webinar recently given have been added to the MCCCARE discussion board. Disclosures on website are due July 1, 2011. The October reporting will be asking for 4 years worth of data (flat file); individual level data for students in a GE program over the last year. See: www.ifap.ed.gov/ifap for further information.

D. Hiller noted that the Higher Learning Commission is planning regional workshops on the new accreditation requirements. HLC is taking input and will present the "gamma" version of the accreditation requirements to be presented in November to the NCA Board. D. Hiller noted there is a nice summary document available on the website. http://ncahlc.org/information-for-institutions/pathways.html There was discussion about changes in definition of "online" program and coursework and the disconnect between gainful employment certificate and HLC approval of certificates.

Special Populations:

L. Minter is heading up a special populations professional group. Randall Ward and/or L. Minter will report back to that group items they learn through MCCDEC.

Sheree Price noted that the *Dean's Guide* does have inconsistencies in it but they haven't had time to update it yet. Use of the Perkins funds was clarified. S. Price presented a document that clarified how funds can be spent. S. Price is currently doing onsite visits. She has four scheduled and she need to schedule 6 more (before the end of the year). As a result, she will be spending a lot of time on the road. R. Ward asked that notification be sent out when changes are made online to the *Dean's Guide*.

MCCNET Update:

R. Burke is working with the programmer regarding importing and exporting functions. Totals were adding up incorrectly because data was not set up as needed. R. Burke asked for feedback on what kind of reports are needed for data verification. There should not be any major changes to the website's appearance.

IPEDS Update:
R. Burke provided information on IPEDS updates. These will be covered in more detail at the workshop. G. Ives noted that Financial Aid has been moved up to winter collection from spring.

Budget Report:
L. Blakey presented the MCCDEC budget. The ThinkInteractive contract will be extended through September 30. We have not yet gotten the award for next year. At this time we do not know what the budget amount will be though R. Burke did ask for the same as last year.

Establish Priorities for 2011/12
Possible projects:
Though there was discussion of contracting with someone to do follow up surveys for community colleges the group decided it was probably not realistic to do so because of cost.
There was a suggestion to look at last year's June meeting as there was a laundry list of ideas.

Next Year's Meeting Schedule:

September 9/23/11
January 1/20/12
March 3/23/12
June 6/14/12

Adjournment:
Gail's parting quote: "Good luck with all of that."
Motion to adjourn the meeting was forwarded by G. Ives and seconded by R. Ward. The meeting was adjourned at 2:07 pm.

Recorded by: Angie Carrico, Southwestern Michigan College