



## MISATFOR

Management Information Systems Advisory Task Force (MISATFOR) is a state reporting focused taskforce composed of representatives from each of the Florida colleges.

### October 2019 Meeting

The official minutes from the [October 2019 MISATFOR](#) meeting are available. Below is a summary of the items discussed and electronic copies of the handouts, where available. The information document is available in its entirety ([MISATFOR - October 2019](#)).

### Joint Session

During the April MISATFOR officers were informed that the Florida Department of Education (FDOE) will no longer host or coordinate these meetings and recommended that MISATFOR members take ownership of future meetings. MISATFOR partnered with the Council of Student Affairs (CSA), Council of Instructional Affairs (CIA) and Council of Workforce Education (CWE) meeting scheduled October 9<sup>th</sup> through the 11<sup>th</sup>. The Council of Presidents directs and monitors the work of the councils (CSA, CIA, CWE) and their subcommittees (<http://www.fcscouncils.org/>). This appeared to be a successful paring of the advisory groups (MISATFOR – data reporting and compliance, CSA, CIA, CWE – educational policy). Below are highlights from the joint session. Please refer to the [presentation](#) for additional information.

#### Highlights:

- Florida Success Center
  - FCS assistance in math redesign of K-12
  - Guided Pathways: 13 colleges participating in the Florida Pathways Institute
  - Research Alliance: Eight research partners with the Center – focus of research in the presentation.
- Division of Florida College (DFC) Updates
  - Equity: There will be no annual meeting this year with information being disseminated through webinars. Looking for opportunities to partner with other councils or groups for equity officer engagement.
  - Academic Affairs
    - Dr. Mike Sfiropoulos is the new Director of Academic Affairs.
    - Textbook Affordability: The Division of Florida Colleges entered in a consulting engagement with the FLDOE Inspector General to identify reasons for noncompliance and provide recommendations to rectify. Forming a workgroup to develop definitions and technical assistance. The presentation includes a high-level summary with more details available online in the [executive summary](#).
  - Legislative Implementation Updates – Articulation
    - 2+2 Targeted Pathways (SB190): Institutions should have at least one agreement with a SUS institution.
    - Reverse Transfer (HB7071): Workgroup formed to develop technical assistance and business rules. SPC has representation in this workgroup.
    - Regional Career Pathway (HB7071): The FDOE will issue a template articulation agreement to assist institutions in developing local agreements with tech centers
    - Waivers/Exemptions: New fee waivers and exemptions were made available for students attending Florida colleges.
    - Other Updates
      - Incorporating the [floridacollegesystem.com](http://floridacollegesystem.com) website into [fldoe.org](http://fldoe.org).
      - A new feature of the website includes [Statewide Communications](#).
      - Please email [ChancellorFCS@fldoe.org](mailto:ChancellorFCS@fldoe.org) to add new names to LISTSERV.



## Joint Session – DFC Highlights continued

- Career and Technical Education (CTE) Audit or Review: The goal of this audit is to ensure all active approved CTE programs have high demand, high skills and/or middle to high-level wages. The focus is first on statewide review of programs, followed by a more in-depth local program review, and finally sharing information and identifying best practices. Program Quality Indicators (4 Workforce, 4 Institutional) were established and the process for determining market demand was documented. FDOE is in the process of pulling data for the first phase of the audit.

## MISATFOR Session

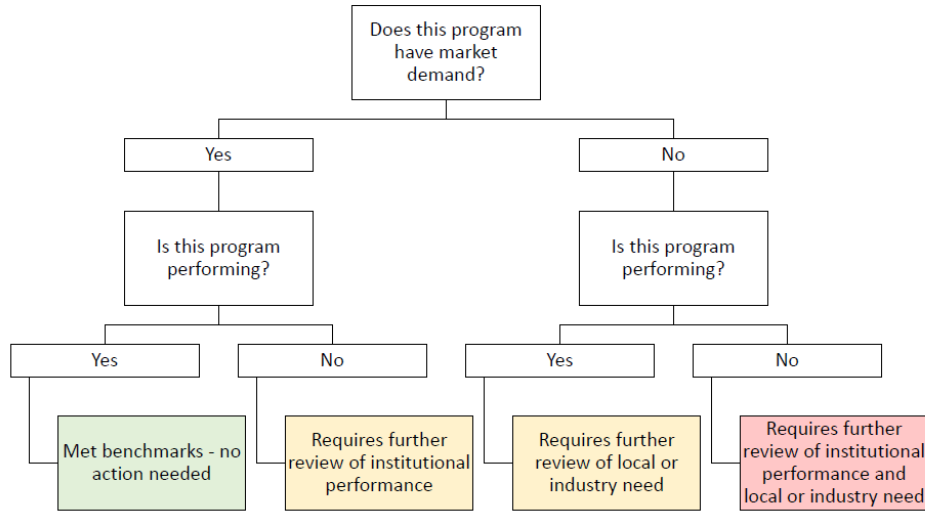
### DFC Updates

- **Common Placement Testing:** The revision to [6A-10.0315, F.A.C.](#) effective September 24, 2019. Scores can be reported for ACCUPLACER, NextGen beginning Fall 2019. Students can still take the original ACCUPLACER test through January 2020.
- **Tuition and Fee Waivers:** New fee waivers and exemptions were made available for students attending Florida colleges.
  - New waiver/exemption opportunities:
    - Non-Florida resident dependent (spouse or child) of an active military member paying instate tuition waiver (§1009.21 (10)(a)-(b) F.S.)
    - Non-Florida resident at hurricane impacted institution paying instate fees (§1009.26 (16) F.S.)
    - Guardianship Assistance Program HB 7099 (child welfare) amended §1009.25, F.S.
    - First Responder / Active Duty Military SB 7098 (death benefits) creates §112.1912, F.S. and §295.061, F.S.
  - Existing waivers/exemptions previously collected by the FCS Budget Office and now reported on the Student Database (Effective Fall 2019):
    - Welfare Transition Program waiver (§ 1009.25 (1)(e) F.S.)
    - Child of deceased Teachers or School Administrators (§ 112.1915 (3)(d) F.S.)
    - College Employees or their Dependents (§ 1009.26 (1) F.S.)
    - Linkage Institutes (§ 288.8175 (6) F.S.)
    - Child Protection and Child Welfare Personnel (§ 1009.25 (1)(h) F.S.)
    - College Discretionary FTE Exemption (§ 1009.23 F.S.) (§ 1009.25 (2) F.S.)
- **Dual Enrollment (Student Location Variable):** Goal of this new data element is to identify a student who received enrollment instruction off campus and through synchronous technology –interactive between two or more locations such as face-to-face on a college campus and via webcam at the high school.
- **CTE Audit or Review:** The goal is for CTE programs to correspond with market demand and are high performing. Figure 1 outlines the process for determining if programs meet these criteria.
  - Market Demand
    - Program trains for an occupation on the Statewide Demand Occupation List
    - Program trains for an occupation on at least one of the Regional Statewide Demand Occupation Lists
    - Program linked to an occupation with projected growth over next eight years
    - Program trains for an occupation with middle to high wages
  - High Performing
    - Retention Rate
    - Student Success Rate – students exiting the program with a degree/certificate, terminal OCP, or industry certification.
    - Job placement or Continuing Education Rate
    - Average Wages for those found employed in Florida after program completion



- **CTE Audit or Review continued**

Figure 1 – Process for Determining Programs Meeting/Not Meeting Benchmarks



- **Performance Funding:** At the direction of the Florida Legislature, the method for allocations changed this year using data from the FDOE – rules and statutes remained the same. Detail information for SPC and other college in [2019-20 Funding Methodology with Points](#).
  - 2+2 Student Incentive Fund (\$20 million) – **SPC = \$822,534 (6<sup>th</sup> highest allocation)**
    - Measure 1 – Critical Year-One Course Completions
    - Measure 2 – First Year to Second Year Persistence
    - Measure 3 – On-Time Graduation **Or**
    - Measure 4 – Transfer to Bachelor Degree Program
  - Work Florida Incentive Fund (\$10 million) – **SPC = \$620,727 (4<sup>th</sup> highest allocation)**
    - Measure 1 – On-time Completion
    - Measure 2 – Job Placement

**Division of Career and Adult Education (DCAE) Updates**

- **CTE Audit or Review:** Recent activity includes a public comment period and the process of pulling data for the first phase of the audit. The state is still in the process of identifying programs meeting the benchmarks. The timeline (Figure 2) will be extending into the following year. The DFC and PERA (PK-20 Education Reporting and Accessibility) are developing business rules for the retention rate within programs.

Figure 2 –Timeline of Next Steps

		June	July	Aug	Sept	Oct
Stakeholder Engagement	Set guiding principles	x				
	Identify PQIs	x				
	Set PQI benchmarks	x	x			
	Identify programs that met/did not meet benchmarks at state level			x		
	If did not meet benchmarks: additional review of supplemental data and information			x	x	
	Determine next steps with programs (improvement plan or termination)					x



## DCAE Updates continued

### • Perkins V

- Perkins IV reporting requirements will be used for the current year, 2018-19. No reporting will occur during the implementation and transitional period beginning July 1, 2019.
- This decision was reversed with concentrator files distributed by PERA after this MISATFOR meeting.
- The 2018-19 data will only be used to create a baseline for the new measures, and during 2019-20 Perkins will be using the new measures.
- Full implementation and reporting of new measures will begin July 1, 2020.
- Currently there are no new 2020-21 Perkins data elements.
- State Plan draft available in November followed by six regional public hearings.
- Working committees were formed in January 2019 to operationalize six general state plan goals. Reviews and revisions with the Governor (January 2020) and the State Board of Education (February 2020) will occur before submission to the [Office of Career, Technical, and Adult Education](#) (April 2020). Some of the questions explored are in this presentation.

- **2020 Classification of Instructional Program (CIP):** According to the U.S. Department of Education, state agencies need to begin to report the 2020 CIP numbers. DCAE is currently reviewing all existing programs and will create a timeline for framework updates and for reporting the new CIPs. Tentative plans are for utilizing a crosswalk (old to new) for 2020-21 with new CIPs directly reported by colleges in 2021-22.

**[FLEID Verification Process](#)** – the current **Student** and **Admission Database** edits verify the FLEID begins with “FL” followed by twelve digits. Beginning 2019-20 submission year, the FLEID will be verified against the FLEID vault (demographics). For unmatched items, a separate report will be forwarded to FLEID college staff for resolution. The additional FLEIDS validation/verification processes should mitigate the impact of items that appear on this new error report. The [detail verification report](#) includes results (including counts of error codes) from the FLEID verification process for all of 2018-19 and the 2019-20 end-of-summer and beginning fall submissions for all colleges.

- There are no changes to the college submission – processing changes will occur at the state.
- This additional state verification process may add 10-15 minutes to the database submission.
- To alleviate some of potential delays during the data-scrubbing phase, a FLEID verification bypass option was created so colleges can get their error reports quickly.
- For the Load and Close deadlines, final file submissions must go through the FLEID verification process with all critical errors resolved.
- CCTCMIS will be asking colleges to participate a pilot phase before including this new verification step in the submission process.

## Annual Personnel Report (APR)

- **[Name Suffix Edits](#):** An informational edit was added to the name suffix (DE0280) contains special or Unicode characters. This will become critical in 2020-21.

## Admissions Database (ADB)

- **[Error Codes](#):** To promote consistency across all databases, error codes will reflect the removal of the leading “0” – from edit 1001\_01 to 1001\_1. This is effective Fall 2019-20.
- **[Standardized Date Format](#):** To promote consistency across all databases and improve data integrity, the length and format will reflect the MMDDCCYY standard. This is effective Summer 2020-21.
- **[Name Suffix Edits](#):** An informational edit was added to the name suffix (DE1033) contains special or Unicode characters. This will become critical in 2020-21.

## Facilities and Capital Outlay Database (FCODB)



- **Standardized Date Format:** To promote consistency across all databases and improve data integrity, the length and format will reflect the MMDDCCYY standard. This is effective Summer 2020-21.

## Personnel Database (PDB)

- **Name Suffix Edits:** An informational edit was added to the name suffix (DE1008) contains special or Unicode characters. This will become critical in 2020-21.
- **PDB Edits:** To promote consistency across all databases and to assist colleges in addressing errors, updates were made to non-numeric edits (ex. 1KEY, 2MATCH) to align with standard PDB error code format.
- **Payroll Website:** The general public can search payroll information for state employees, State University System, and now the Florida College System.
  - Florida Statute 215.985 requires college salary information for publication on the Department of Management Services (DMS) website commonly known as [“Florida Has a Right to Know”](#). The 2018-19 Salary and Benefits record type 6 was used to populate this website.
  - Currently all the data elements listed in the statute are not collected which may require modifications to the current submissions (1E, 2E, 3E, 4E) or create an additional submission for this purpose.
- **Critical Frequency Zero Edit:** At least one instructional record (record type 3) with a “N” for Team Teaching/Multiple Instructor Flag (DE3020) must be reported effective immediately otherwise the dataset will not load.

**Integrated Database (IDB)** – no updates.

## Student Database (SDB) –

- **Standardized Date Format:** To promote consistency across all databases and improve data integrity, the length and format will reflect the MMDDCCYY standard.
- **Name Suffix Edits:** An informational edit was added to the name suffix (DE1055) contains special or Unicode characters. This will become critical in 2020-21.
- **Completions Report Selection Criteria:** CCTCMIS and PERA updated the selection criteria for awards at least two years but less than four years.
- **Entry Level Test**
  - Entry Level/Exit Test –Date (DE1105) will be eliminated and Entry level/Exit Date - Date (DE1109) will be revised to collect the test dates for all students. This is effective Summer 2020-2021.
  - **Entry Level Test Edits** – a clarifying note was added to the critical edits for test records that were older than five reporting years (as of April 1<sup>st</sup>).
  - **Entry Level/Exit Test Type (DE1104)** – a new value was added (1-ACCUPLACER, Next-Generation) effective immediately. Other test will be retired in 2020-21 (O-ACCUPLACER, H-SATI, and I-FCAT 2.0). Critical and Informational edits were adjusted accordingly.
  - **Entry Level Test and Readiness Reports** – During the discussion some colleges requested additional time to meet with internal stakeholders to discuss these reports. A survey will shared with colleges to determine if the reports should be modified, merged, or retired.
- **Industry Certifications**
  - **Industry Certification Reporting** – There will be no more T4E Industry Certification submissions after 2019-20. All industry certifications recognized by DCAE should be submitted in the routine term submissions (1, 2, 3) in record type 9. Beginning 2020-21, all industry certifications will require the enrollment in the program that led to the certification.
  - **Program Industry Certification Date Edit** – a critical edit on the T4E submission was corrected.
- **Program Terminology Changes:** Postsecondary Adult Vocational (PSAV) will now be Career Certificate to align with section [1004.02](#), Florida Statutes.



## Student Database (SDB) continued

- [Waiver/Exemption Data Elements](#): New waivers and exemptions are being collected **effective end Fall 2019 submission**. The field size ([Byte Increase](#)) will increase to two characters to create space for future fee waiver/exemptions values. This is effective Summer 2020-21.
  - Fee Classification residency (DE1004) – two new values were added.
    - G – Non-Florida resident dependent (spouse or child) of an active duty military member paying instate fees by tuition waiver (§1009.21 (10) (a)-(b) F.S.)
    - H – Non-Florida resident at hurricane impacted institution paying instate fees (§1009.26 (16) F.S.)
  - Course Fee Kind (DE3006) - there were eleven values either modified or added to this data element.  
Changed value descriptions:
    - T – Child or Spouse of Law Enforcement, Correctional, or Correctional Probation Officer killed in the line of duty (§ 112.19 (3) F.S.) (§ 112.1912 (2)(a) F.S.)
    - U – Child or Spouse of Firefighter killed in the line of duty (§ 112.191 (3) F.S.) (§112.1912 (2)(a) F.S.)  
New values:
    - B – Guardianship Assistance Program waiver (§ 1009.25 (1)(d) F.S.)
    - X – Child or Spouse of Emergency Medical Technician or Paramedic killed in the line of duty (§ 112.1912 (2)(a) F.S.)
    - 1 – Child or Spouse of active duty military member killed in the line of duty (§295.061 (8)(a) F.S.)  
New values previously collected through the FCS Budget Office:
    - A Welfare Transition Program waiver (§ 1009.25 (1)(e) F.S.)
    - J Child of deceased Teachers or School Administrators (§ 112.1915 (3)(d) F.S.)
    - K College Employees or their Dependents (§ 1009.26 (1) F.S.)
    - L Linkage Institutes (§ 288.8175 (6) F.S.)
    - O Child Protection and Child Welfare Personnel (§ 1009.25 (1)(h) F.S.)
    - Z College Discretionary FTE Exemption (§ 1009.23 F.S.) (§ 1009.25 (2) F.S.)

Additional notes on Student Database items that St. Petersburg College does not offer.

- [Apprenticeship Classes](#)
- [Adult General Education](#)