

**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE**

1102 Q STREET  
SACRAMENTO, CA 95811-6549  
(916) 445-8752  
[HTTP://WWW.CCCCO.EDU](http://www.cccco.edu)

March 3, 2017

**To:** Chief Information System Officers  
MIS Data Contact Coordinators  
MIS Data Submission Staff

**From:** Todd Hoig  
Director of Information Systems

**Subject:** MIS Data Submission Updates

**Synopsis:** This memo is to advise you of changes critical to MIS data collection and processing. Please read the following information carefully.

The following data element changes will be implemented beginning Summer 2017. The new data element definitions are attached.

**SB Student Basic Data Reporting**

A new element has been added and the record length has been increased to 210 characters.

**SB33 STUDENT-PARENT/GUARDIAN-EDUCATION-LEVEL**

SB33 has been added and will capture data previously reported in SG09.

**SD Student DSPS Data Reporting**

Due to changes in Title 5, service counts and secondary disability data will no longer be collected. Primary disability coding definitions have been updated to align with Title 5 definitions.

**SD01 STUDENT-PRIMARY-DIABILITY**

'S' Speech/Language Impaired is no longer a valid response. Students previously reported with this code can be reported with 'O' Other Disability.

Code definitions have been updated to align with Title 5 disability categories.

**SD02 STUDENT-PRIMARY-DIABILITY-SERVICE-CONTACTS**

SD02 has been deleted.

### **SD03 STUDENT-SECONDARY-DIABILITY**

SD03 has been deleted.

### **SD04 STUDENT-SECONDARY-DIABILITY-SERVICE-CONTACTS**

SD04 has been deleted.

## **SF and FA Student Financial Aid Reporting**

The format of existing elements SF08, SF09, SF10, SF11, and SF17 has been updated to allow reporting of additional digits and to align with Federal Institutional Student Information Record (ISIR) specification. SF21 has been updated to allow for reporting a new award type (BOG fee waiver based on Homeless Youth determination).

### **SF08 STUDENT-AID-INCOME-AGI-PARENT**

Format has been updated to 9(07).

### **SF09 STUDENT-AID-INCOME-AGI-STUDENT**

Format has been updated to 9(07).

### **SF10 STUDENT-AID-UNTAX-INC-PARENT**

Format has been updated to 9(08).

### **SF11 STUDENT-AID-UNTAX-INC-STUDENT**

Format has been updated to 9(08).

### **SF17 STUDENT-AID-EXPECTED-FAMILY-CONTRIBUTION**

Format has been updated to 9(06).

### **SF21 STUDENT-AID-AWARD-TYPE**

SF21 has been updated to allow for reporting of new award type.

- New Award Type: BD = BOGW - Method D based on Homeless Youth determination

## **SG Special Populations Reporting**

Reporting for Student Parent/Guardian Education Level has been moved to the SB file. A new element has been added to allow for student participation in a baccalaureate pilot program. A new element has been added to allow for student participation in a College and Career Access Pathways (CCAP) partnership agreement. The record length has been increased to 40 characters.

## **SG09 STUDENT-PARENT/GUARDIAN-EDUCATION-LEVEL**

SG09 has been deleted. This data will now be reported in SB33.

## **SG12 STUDENT-BACCALAUREATE-PROGRAM**

SG12 has been added and will capture student participation in a baccalaureate pilot program.

## **SG13 STUDENT-CCAP-STATUS**

SG13 has been added and will capture student participation a College and Career Access Pathways (CCAP) partnership agreement.

A webinar has been scheduled to provide information on these changes to the data elements.

### **CCCCO MIS Update Webinar**

#### **Agenda Topics:**

- Status and Updates regarding MIS Data Submission

**How:** CCC Meet and Confer Session

**Date:** Thursday March 23, 2017

**Time:** 10:00 am to 11:30 am

**Pass Code for the Session:** 505984

#### **Participant Details**

Note that you must phone in as well as log into the web site.

#### **Phone instructions:**

- Dial the telephone conference line: 1 (888) 886-3951
- Enter your pass code: 505984

#### **Login instructions:**

- Go to [www.cccconfer.org](http://www.cccconfer.org).
- Click the Participant Log In button under the Meet & Confer logo
- Locate your meeting and click Go.
- Fill out the form and enter the password: 505984

If you have questions or concerns, please send them to [cccmisedit@cccco.edu](mailto:cccmisedit@cccco.edu)

**Attachments:**

SB_Master_All.pdf	SB_Student_Basic_Domain.pdf
SD_Master_All.pdf	DSPS_Domain.pdf
SF_Master_All.pdf	SF_Financial_Domain_1
SG_Master_All.pdf	SG_Special_Populations_Domain.pdf