MIDAS Meeting
February 22, 2021
Called to Order 2:00 p.m.
Adjourned 2:32 p.m.
Zoom Virtual Meeting

Members: Missy Adkison, Alex Kluber, Brittany Pittsenbarger-Moon, Brian Fortriede, David Clark, Maureen McCarthy, Mike Costello, Rob Marvin, Staci Davis, Steve Reed, Todd Meister, Todd Schmitz, Laura Means, Carol Kacius

Absent:

Guests: Kate Stoss

- RFP Data Approvals and Questions from Todd Meister
  - Scope and Role
    - Todd, Todd, and Missy were all in a meeting last week discussing what everyone was responsible for and what data (student data) in particular and if that is something we need to do.
    - Todd M. agrees that if it is Ball State systems or BSU data, then we cover it. If it is not, then we must manage policies in place to deal with ones that are not Ball State affiliated in regard to privacy and such. The ultimate goal is to not hold things up or slow things down, but to make sure that all security precautions are being followed, especially if IT is not involved.
    - Bryan F. said he thinks there should be some levels and things by looking over the data and that is secure and that what is being sent out should be released. Bryan has a document out and wants to make sure that is it completed, and everything is done so that it is released in time.
    - Again, just need to have a guide (maybe from IT) about how secure things are for box such as social security numbers, etc.
    - Missy suggested that it be brought up in the next meeting with IT and see what they think then let us know next time we meet what the plan is.
  - SN request will include instructions and sample template- we can add a link to have it accessible to everyone and easier to understand when submitting.
    - Data approvals are in service now and there is a meeting this week about adding instructions and a link for the template excel sheet-hoping that it will make it easier.
  - Data Governance/Dictionary and Quality Subcommittee – Alex
    - Alex is recently in charge of this.
  - Diversity – please provide any definitions with regard to diversity.
If anyone has any definitions regarding definitions that you use in your reports, Missy would like to add that and compare. Please send to Missy and copy Alex so he is able to copy these.

Review Institutional Data Governance and Management Policy (sent last week)
- Missy would like everyone to have comments/feedback to her by next Friday March 5, 2021.

Data Portal and Dashboards Subcommittee Update – Cole
- If anyone has any Cole has been working with Alex to build a dashboard and getting the formatting down to a strategic point and tackling various data things (how to explain this and that).
- Cole has been using the data dictionary definitions to link them to different dashboards and utilizing tableau.

IT Infrastructure and Warehouse Subcommittee Update – Bryan F.
- Working on existing files to put them all together and make sure that everything they do goes directly back and makes sense.
- On the financial aid side waiting to hear back
- SLATE, he has been able to mirror exact files.
- Pyramid has been taken down completely- it was a long, long process.

FLAC Update – Kate/Steve
- Kate was not here to give her feedback.
- Missy has been working on her part to get it in an oracle table and is working with a few people to get that going.
- Steve said that the pilot is still going. In fall the pilot will be expanded, but currently it is still going. He has made a lot of progress for the academic side.

FERPA Training Update – Staci/Todd M/Laura M
- Laura is working still and Staci does not have anything currently since she is waiting on the communication and completions to notify the campus.

Tableau Licensing updated – 3 viewer licenses available beyond those already designated.
- We have more but only 3 that aren’t designated to different departments.

New/Other

Tabled Items
- RFP process and Service Now process Update – Todd M
- Internal Communications Policy Update – Todd M
- Digital Measures
Working Data Quality Items – updates in bold (Anything new?)

a. Personal Pronouns and Gender Identity – working group
   i. Values and verbiage being decided
   ii. Marketing focus group work in progress
b. Student Type – in PROD
   iii. Remember there is an output value of C – Error so make sure you substring
   iv. Value/Attribute should be in Warehouse View
c. Online, Distance Education, Dual Credit
   v. Program/Course/Student working document
   vi. Missy is leading a cross functional group to translate online definitions into actionable resources
   vii. Value/Attribute should be in Warehouse View
   viii. Reviewed Advisor assignment process
d. Accelerated Masters Program – is LIVE
   ix. An attribute will be used to identify these students **Attribute will be AMP—Accelerated Masters Program
   x. Kayla will begin to build this in the Slate Grad application for admission
   xi. Stephanie Simon-Dack (SSD) is working on defining:
      1. Who is to be notified once the student has been admitted
      2. How we are to handle the credits
      3. If the student is dismissed from the program
      4. If the student decides they want to change to a different program
   xii. Monica is working with SSD concerning these questions and they will build out a workflow for this process. :**Meeting set this week to talked workflow on the academic record side
   xiii. Academic Systems has a process in place to track AMPs in SmartCatalog and in our custom curriculum table.
   xiv. Value/Attribute should be in Warehouse View
e. Grad Admissions Transcript Options
f. STVDEPT/ORGN crosswalk
   xv. Academic Systems will maintain the STVDEPT SDE and add ORGN
   xvi. Updates to ORGN codes will be communicated through SN
   xvii. College is part of the STVDEPT SDE data and linked to department
   xviii. Z Mickler has been updating with Budget Director input
g. First Gen
   xix. Create a field that uses FAFSA data and then application data – aggregated in warehouse
   xx. If reported elsewhere at row level, remove the FAFSA data from case statement
   xxi. Based on last ADM/IR meeting, getting institutional definition from P Luff
   xxii. Researching MAC schools, got limited feedback from AIR and IPDAG
   xxiii. Value/Attribute should be in Warehouse View
h. Completed Application
xxiv. Based on last ADM/IR meeting, Slate is the source and only place at this point
xxv. Defined in Banner by using decision codes, ADM is working to duplicate process in Slate
xxvi. Value/Attribute should be in Warehouse View