MIDAS Committee
August 24, 2020
Called to Order 2:03 p.m.
Adjourned 2:58 p.m.
Zoom

Attendees: Missy Adkison, Melody Bernot, Maggie Bolter, David Clark, Michael Costello, Staci Davis, Bryan Fortriede, Alex Kluber, Rob Marvin, Maureen McCarthy, Todd Meister, Steve Reed, Kate Stoss, Jennifer Wessels
Absent: Sonia Schaible Brandon, Rob Marvin

New Business:

1. Changing of the guard
   a. S. Brandon, chair, will be leaving the University September 30, 2020. M. Adkison and T. Meister will lead the committee unless directed otherwise by the Executive Committee.

2. Discussion ensues regarding aligning MIDAS priorities with Quality Initiative for HLC including the following topics:
   a. Clarifying the definitions of retention. All collected definitions will be available on Tableau dashboards. Information pertaining to how data is received and presented will be available as well. All presented data needs to include exemptions (i.e., deceased, military withdrawal, etc.)
   b. An initial draft of the Data Dictionary using definitions that align with the faculty and professional handbook, IPEDs, and state definitions has been approved. This draft should be available within the Fall term. Once available, share with department heads and request feedback regarding ease of use and additions to be made to the dictionary.
      i. To provide additional clarity, tag terms according to which group the term belongs to. (i.e., Academic, Business Affairs, HR, etc.)
      ii. Concerns of definitions remaining consistent and accurate across all entities.
   c. Center of Excellence for Reporting. Other institutions have a physical location where individuals can go for additional information and/or help related to data and reports. Ball State should consider establishing something similar. This location would provide data and reports that are commonly requested by the University. Reporting tools and descriptions of each would be made available. A catalog of live links leading users directly to desired reports could be created.

3. Updates on FLAC ensued. The following points were made:
   a. A small group has been working with FLAC and a few more are being added. Discussions will be starting soon with other colleges. Meetings to begin this process will be scheduled soon.
   b. Those areas implementing FLAC are aware and should be reporting with FLAC. Other areas not yet involved will continue reporting with FTE. Concern of message confusion due to two reporting tools being used was voiced.
      i. To avoid message confusion, reach out directly to Budget Directors for each of the pilot groups. (C. Foueridge and J. Roach)
      ii. Determine whether Schedule Specialists from each college should be included in these conversations/trainings.

4. Potential new recommendations
   a. Decisions on Tableau: Two licenses per department, already in place. Deans have been notified. No new information at this time.
   b. Internal Communications policy: Greg Fallon has taken B. Coppernell’s place. Conversations will take place regarding getting a policy in place for email-list requests.
c. Standardization of FTE policy: FLAC subcommittee will potentially begin reconvening to discuss any issues that arise as more areas become involved with FLAC.

d. Faculty FTE reports: Understand what information is being requested. (ie: Faculty FTE is different than a Fiscal Year Employee.) A discussion with K. Stoss regarding HR definitions for terms is requested.

5. S. Davis provided FERPA training updates including the following:
   a. We are moving forward with EduRisk even in the absence of a Registrar. Conversations are ongoing related to functionality. Setup should be complete this Fall. There will be a meeting in October with administrators.

6. M. Bolter provided a Digital Measures update including the following:
   a. Current systems are being compared to those used in Best Practices. M. Bolter, M. Bernot, M. Adkison, S. Brandon, Community Engagement rep, and DM rep will be meeting this Friday (8/29).

7. Other
   a. Warehouse: B. Fortriede and M. Adkison are working on tables that will be added to the warehouse and have several ideas of other things to add. A meeting with Nathan is necessary to determine if the material is on track or if any parameters need to be set.
   b. Dashboards: PROD is up. The Academic Leadership Homepage is the only content. Cues are being taken from the Dashboard Subcommittee as to other content that will be added. M. Woods should be invited to the weekly meetings (in K. Stoss’s) place.
      i. Working group meetings have been cancelled until other projects come along.